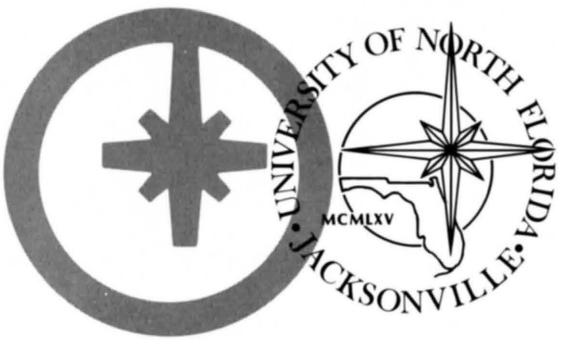
UNIVERSITY OF NORTH FLORIDA

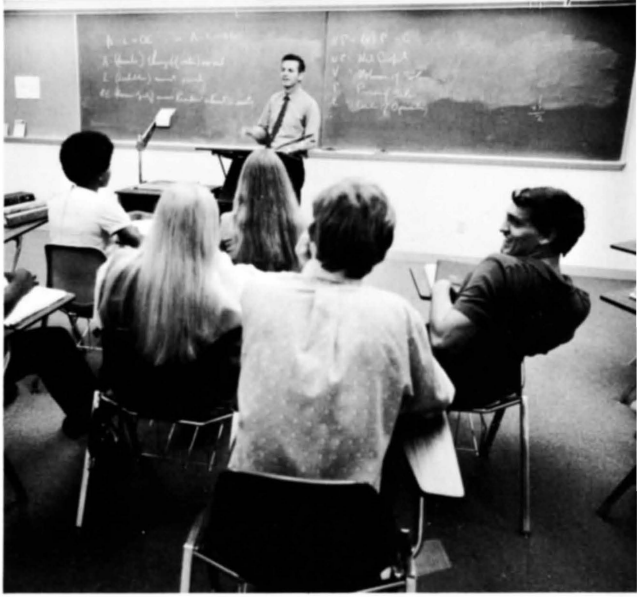
THE SYMBOL OF THE UNIVERSITY OF NORTH FLORIDA

Two ancient devices — the circle and the compass rose — have been adapted to create a graphic symbol for the new University of North Florida. The compass rose, long a direction finding device for mariners, here symbolizes the University's role in providing direction for lives. The placement of the compass rose in the northeast quadrant of the circle describes the new institution's upper division character and its location in the northeast of Florida. The circle itself signifies the community which the University is dedicated to serving. The symbol was inspired by the University of North Florida seal designed under the direction of President Thomas G. Carpenter.



Catalog 1972-73 Part One

In order to provide students with a guide to planning their academic programs at the earliest possible date, the catalog appears in two parts. Part One contains general information and descriptions of programs. Part Two will include a listing of the faculty and course descriptions.



The University of North Florida will begin classes in the fall of 1972, culminating three years of intensive planning and development. Our opening will fulfill a promise to the people of northeast Florida and indeed of the entire state. We are confident that the faculty we have recruited and the academic programs we have developed are of the highest standards. The facilities and supporting functions are of equally high quality.

In order to reinforce the University's determination to graduate students who are prepared for more than narrow career paths, we have purposely minimized the number of courses within a given program. Moreover the number of programs has been limited largely to the basics to insure that quality is not compromised because of overextended resources. Subsequent years will see an expansion of offerings as the needs of the region and state dictate and as resources permit.

As a public institution of higher education we are committed to excellence and dedicated to serving the community which supports us. We look forward eagerly to providing ever growing opportunities for those who seek the excitement and the rewards of the higher learning experience.

Thomas G. Carpenter

ACADEMIC CALENDAR, 1972-73

FALL QUARTER, 1972-73

1972		
September 4	Tuesday, 4 p.m.	Last day to submit application for admission for Fall Quarter.*
September 11-23		Advisement and registration, by appointment.
September 29	Friday, 4 p.m.	Last day to pay registration fees without assessment of $25 late fee.
October 2	Monday	Classes begin.
October 2	Monday, 1 p.m.	Late registration period begins. ($25 late fee will be assessed.)
October 2	Monday, 1 p.m.	Drop/add period begins.
October 6	Friday, 4 p.m.	Late registration period ends.
October 6	Friday, 4 p.m.	Drop/add period ends.
October 6	Friday, 4 p.m.	Last day to pay registration fees.
October 6	Friday, 4 p.m.	Last day to withdraw from a course or from the University and receive any refund of fees.
October 23	Monday	Holiday — Veterans Day
November 23-24	Thursday-Friday	Holiday — Thanksgiving
December 1	Friday, 4 p.m.	Last day to withdraw from a course or from the University.
December 15	Friday	Classes end.
December 18-20	Monday-Wednesday	Final examination period.
December 22	Friday, 12 p.m.	All grades due in Student Records Office.
December 22	Friday	Close of Fall Quarter.

WINTER QUARTER, 1972-73

1972		
December 4	Monday, 4 p.m.	Last day to submit application for admission for Winter Quarter.*
December 5-6	Tuesday-Wednesday	Registration for currently enrolled students, by appointment.
December 18	Monday	Registration for new students by appointment.†

*An individual who delays submitting his application for admission until this date may find that he is unable to supply the required documents in time to permit a decision regarding his admission.

†Individuals who cannot report on this date may receive an alternate registration appointment time for the morning of January 2 by contacting the Director of Registration by December 22.

December 28	Thursday, 4 p.m.	Last day to pay registration fees without assessment of $25 late fee.
1973		
January 2	Tuesday	Classes begin.
January 2	Tuesday, 1 p.m.	Late registration period begins. ($25 late fee will be assessed.)
January 2	Tuesday, 1 p.m.	Drop/add period begins.
January 8	Monday, 4 p.m.	Late registration period ends.
January 8	Monday, 4 p.m.	Drop/add period ends.
January 8	Monday, 4 p.m.	Last day to pay registration fees.
January 8	Monday, 4 p.m.	Last day to withdraw from a course or from the University and receive any refund of fees.
January 26	Friday, 4 p.m.	Last day to apply for June graduation.
February 26	Monday, 4 p.m.	Last day to withdraw from a course or from the University.
March 12	Monday	Classes end.
March 13	Tuesday	Examination study day.
March 14-16	Wednesday-Friday	Final Examination period.
March 19	Monday, 10 a.m.	All grades due in Student Records Office.
March 19	Monday	Close of Winter Quarter.

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JULY 1973

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SPRING QUARTER, 1972-73

1973		
February 22	Thursday, 4 p.m.	Last day to submit application for admission for Spring Quarter.*
February 27-28	Tuesday-Wednesday	Registration for currently enrolled students, by appointment.
March 14	Wednesday	Registration for new students, by appointment.†
March 21	Wednesday, 4 p.m.	Last day to pay registration fees without assessment of $25 late fee.
March 22	Thursday	Classes begin.
March 22	Thursday, 1 p.m.	Late registration period begins. ($25 late fee will be assessed.)
March 22	Thursday, 1 p.m.	Drop/add period begins.
March 28	Wednesday, 4 p.m.	Late registration period ends.
March 28	Wednesday, 4 p.m.	Drop/add period ends.
March 28	Wednesday, 4 p.m.	Last day to pay registration fees.
March 28	Wednesday, 4 p.m.	Last day to withdraw from a course or from the University and receive any refund of fees.
April 13	Friday, 4 p.m.	Last day to apply for August Graduation.
May 15	Tuesday, 4 p.m.	Last day to withdraw from a course or from the University.
May 28	Monday	Holiday — Memorial Day.
May 30	Wednesday	Classes end.
May 31	Thursday	Examination study day.
June 1, 4-5	Friday, Monday-Tuesday	Final examination period.
June 7	Thursday, 10 a.m.	All grades due in Student Records Office.
June 7	Thursday	Close of Spring Quarter.
June 10	Sunday	Commencement Convocation.

*An individual who delays submitting his application for admission until this date may find he is unable to supply the required documents in time to permit a decision regarding his admission.

†Individuals who cannot report on this date may receive an alternate registration appointment for the morning of March 22 by contacting the Director of Registration by March 15.

SUMMER QUARTER, 1972-73

1973		
May 11	Friday, 4 p.m.	Last day to submit application for admission for Summer Quarter.*
May 15-16	Tuesday-Wednesday	Registration for currently enrolled students, by appointment.
June 1	Friday	Registration for new and former students, by appointment.†
June 8	Friday, 4 p.m.	Last day to pay registration fees without assessment of $25 late fee.
June 11	Monday	Classes begin.
June 11	Monday, 1 p.m.	Late registration period begins. ($25 late fee will be assessed.)
June 11	Monday, 1 p.m.	Drop/add period begins.
June 15	Friday, 4 p.m.	Late registration period ends.
June 15	Friday, 4 p.m.	Drop/add period ends.
June 15	Friday, 4 p.m.	Last day to pay registration fees.
June 15	Friday, 4 p.m.	Last day to withdraw from a course or from the University and receive any refund of fees.
July 4	Wednesday	Holiday — Independence Day
August 3	Friday, 4 p.m.	Last day to withdraw from a course or from the University.
August 15	Friday	Classes end.
August 20-22	Monday-Wednesday	Final examination period.
August 24	Friday, 12 p.m.	All grades due in Student Records Office.
August 24	Friday	Close of Summer Quarter.

*An individual who delays submitting his application for admission until this date may find he is unable to supply the required documents in time to permit a decision regarding his admission.

†Individuals who cannot report on this date may receive an alternate registration appointment for the morning of June 11 by contacting the Director of Registration by June 4.

University Officers

Thomas Glenn Carpenter, Ph.D.,
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Roy Leland Lassiter, Jr., Ph.D.,
Vice President and Dean of Faculties; Professor of Economics
Willard Osborne Ash, Ph.D.,
Dean of the College of Arts and Sciences; Professor of Mathematical Sciences
William Ray Baggett, Ed.D.,
Dean of Students; Associate Professor of Education
George Wesley Corrick, Ed.D.,
Dean of University Relations and Development
James Robert Dungan, Ed.D.,
Dean of Planning and Evaluation
Jim Carlton Haywood, M.Acc., C.P.A.,
Dean of Administrative Affairs
James Milton Parrish, Ph.D.,
Dean of the College of Business Administration; Professor of Business Administration
Ellis Floyd White, Ed.D.,
Dean of the College of Education; Professor of Education
John Stuart Allen, Ph.D.,
Special Advisor to the President
Johnny Lester Arnette, Ed.D.,
Associate Dean of Students; Associate Professor of Education and Psychology
William James Arthur, D.B.A.,
Chairman of the Department of Accounting; Professor of Accounting
Benjamin Franklin Campbell, B.S.,
Director of Admissions
Marcus Lee Casbeer, A.B.,
Director of Records and Registration
Betty Bowman Crippen, M.Ed.,
University Registrar
Andrew Farkas, M.L.S.,
Director of Libraries; Professor of Library Science
Jack Sherrick Funkhouser, M.M.,
Director of Instructional Communications; Associate Professor of Music
Laurence Burton Green, Ph.D.,
Chairman of the Department of Psychology; Professor of Psychology
Terry Eugene Grogan, M.E.,
Computer Systems Coordinator
Clinton Ward Hancock, B.S.,
Director of Administrative Services
Gary Lee Harmon, Ph.D.,
Chairman of the Department of Languages and Literature; Professor of Literature and English
Eugene Francis Harrie, B.Arch., A.I.A.,
University Physical Planning Consultant
Edward Augustine Healy, Ph.D.,
Chairman of the Department of Natural Sciences; Professor of Natural Sciences
John Martin Hein, M.S.L.S.,
Assistant University Librarian — Serials Librarian
John Richard Hirté, M.B.A.,
Budget Officer
Jack Thomas Humphries, Ph.D.,
Assistant Dean of Faculties; Professor of Natural Sciences
Lucille Dorothy Jans, M.L.S.,
Assistant Director of Libraries for Technical Services and University Librarian — Acquisitions
Rufus Jefferson, Jr., M.Ed.,
Director of Student Financial Aid
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Richard deRaismes Kip, Ph.D., C.L.U., C.P.C.U.,
Assistant Dean of the College of Business Administration and Chairman of the Department of Finance, Insurance and Land Economics; Professor of Insurance

Lewis Livingston, M.A.,
Director of Public Relations
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Chairman of the Department of Secondary Education;
Associate Professor of Education
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Chairman of the Department of Management, Marketing and Business Law;
Associate Professor of Management
Hilton Theodore Meadows, M.Ed., L.A.,
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Assistant Dean of Faculties;
Associate Professor of Education
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Associate Professor of Political Science
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Chairman of the Department of Health and Physical Education;
Professor of Education
Joseph McGarity Perry, Ph.D.,
Chairman of the Department of Economics;
Associate Professor of Economics
Florence Prothman, M.S.L.S.,
Associate University Librarian — Cataloging
Andrew Adolphus Robinson, Ed.D.,
Assistant Dean of the College of Education and Chairman of the Department of Administration and Supervision;
Associate Professor of Education
Warren Rose, Ph.D.,
Chairman of the Department of Transportation and Logistics;
Professor of Transportation and Logistics
Samuel E. Russell, Ed.D.,
Chairman of the Department of Vocational and Technical Education;
Professor of Education
Fred Hardee Simmons, B.S.A., C.D.P.,
Director of Computer Center
James Carroll Simms, Ph.D.,
Chairman of the Department of Sociology and Social Welfare;
Professor of Sociology
Robert Eugene Wallace, B.S.,
University Controller
William Louis Wharton, Ed.D.,
Assistant Dean of Faculties;
Associate Professor of Education
Ernest Loyd Wild, B.S.B.A., C.P.A.,
Director of Internal Controls
Dorothy Payne Williams, M.S.L.S.,
Assistant University Librarian — Reference/Documents
Pettus Kinnebrew Wilson, III, B.S.,
Director of Personnel
Walter Gerald Winstead, M.A.,
Director of Purchasing
Gerson Yessin, Mus.D.,
Chairman of the Department of Fine Arts;
Professor of Fine Arts

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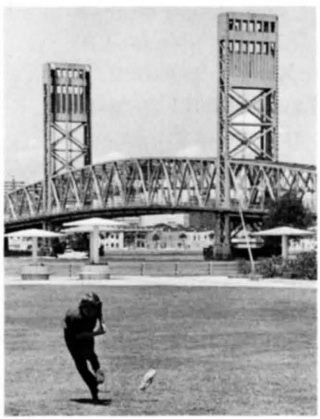
General Information



The campus is located in southeast Jacksonville. A series of wooded ridges with small lakes and streams provides a spacious site and an attractive setting for the development of the University.

Easy access is provided on the St. John's Bluff Road from Beach Boulevard (U.S. Highway 90) and from U.S. Alternate I via the J. Turner Butler Boulevard, both of which are scheduled for completion by the 1972 opening date. When completed, the Interstate 295 beltway will provide additional access for students commuting from surrounding communities.

Historical Note

The 1965 Legislature of the State of Florida authorized the establishment of a state university, or a branch of an existing state university, in Jacksonville. After intensive study, the staff of the Board of Regents of the State University System concluded that the needs of northeast Florida could best be met by a university offering junior, senior, and graduate level programs.

Subsequent sessions of the Legislature appropriated necessary planning money and construction funds from the sale of bonds. In 1969, a 1,000 acre campus site was donated by the City of Jacksonville, and in that same year Dr. Thomas G. Carpenter was appointed as President of the University. Continued planning has led to the development of programs, the selection of the administrative staff, the appointment of department chairmen, and the search for faculty. The faculty will report for duty in the summer of 1972.

Currently underway is the construction of the four buildings comprising the first phase of the building program. These structures — a library, an office building, a combination laboratory and studio building, and a general classroom building — are scheduled for completion in the summer of 1972. Thus the first phase of construction will be completed and the initial complement of faculty will be present prior to the opening of the University in the fall of 1972.

The University of North Florida is fortunate to be in a city that works hard and plays hard. Jacksonville, a city of one-half million, proudly calls itself "The Bold New City of the South." It is a major center for manufacturing, insurance and finance. As one of the busiest ports in the Southeast, Jacksonville boasts a thriving transportation industry. Education is becoming one of the Bold City's most important products. There are four institutions of higher learning, two privately controlled and two publicly controlled.

Jacksonville is a growing center for the arts as well. Its Symphony Orchestra, under the baton of Willis Page, has attracted national attention. The Jacksonville Symphony offers a series of concerts in the modern Civic Auditorium and plays for high school groups of Duval County. Nationally known artists frequently appear with the Symphony.

Three fine and different museums are in Jacksonville. The Children's Museum and Planetarium makes available to the youngsters of the area exhibits which supplement their classroom experiences. The Jacksonville Art Museum is a busy learning center for artists, both amateur and professional, as well as for permanent and traveling exhibits. Finally the Cummer Gallery of Art includes in its permanent collection art objects from ancient Greece through the Renaissance to modern times. The Cummer Gallery attracts traveling exhibitions from the finest museums in the world to supplement its permanent collection.

Jacksonville is set in an area rich in Florida history. America's oldest city, St. Augustine, with its handsome restored quarter and the imposing Castillo de San Marcos, is less than one hour's distance from Jacksonville. Minutes from downtown is Fort Caroline, built by the French in 1564 and America's oldest European settlement. Historic Fort Clinch where English soldiers guarded the southern approaches to the Georgia colony stands only a few miles north.

Although Jacksonville has a reputation as the working city of Florida, its people make vigorous use of their leisure. The miles of nearby beach, just minutes away from the UNF campus, offer surfing, swimming and surf fishing opportunities. The stately St. Johns River and numerous other smaller streams and rivers provide an attractive recreational setting for freshwater sports fishermen, boaters and water skiers. Some of the South's finest golf courses are found in the City of Jacksonville. Leading professional golfers annually participate in the Greater Jacksonville Open. For football fans there is the Gator Bowl and for racing enthusiasts, the Orange Park Kennel Club. The Jacksonville Coliseum is the scene of basketball clashes between the nation's collegiate giants. Nearby Daytona Beach offers the excitement of auto racing.

Within easy driving distance from the University are several of Florida's outstanding natural attractions. Numerous state parks offer swimming, hiking, camping and other recreational facilities. Famed Silver Springs is in Ocala, just 100 miles south.

As the home of Florida's newest state university, Jacksonville can offer students and staff much in the way of opportunities in culture and recreation.

Philosophy and Objectives of the University

The academic programs of the University are founded on the philosophy that preparation for modern life requires instruction and study grounded in the basic arts and sciences. The increasing complexity of society and its problems and the ever-expanding knowledge in all fields necessitates de-emphasis of specific techniques subject to rapid

obsolescence. The more enduring talents, methods and findings of the basic disciplines can be brought to bear on the manifold resource, environmental, and social problems and result in understanding and solutions. An educational experience with this emphasis is perpetually relevant, and the participant is prepared to cope with the rapid and constant change which characterizes the modern world.

As an institution committed to teaching, the University regards classroom instruction as the most important instrument in the educational process. However, other experiences will be provided to supplement and complement classroom teaching. Independent and directed study, internship and work experiences, and participation in the investigation and solution of social and environmental problems are regarded as valid components of the curriculum as individual students needs, desires, and abilities dictate.

As an upper division institution, the University recognizes its partnership with other institutions — a partnership requiring close liaison, an understanding of mutual objectives and specific roles, and a genuine spirit of cooperation. Each phase of the student's formal education is viewed as an integral part of a total process. Curricula have been developed in such a manner as to achieve a continuum, specifically planned with the community college transfer in mind.

The University of North Florida is committed to serving all segments of the population within the State of Florida as well as within its primary geographic area of responsibility. This commitment is reflected in the Affirmative Action Program which has been developed to insure equal opportunity to all citizens in the total University community: faculty, staff and students.

Finally, the University intends to be an important part of the region which it serves, sharing responsibilities, problems and pride of achievement. Opportunity will be provided for adults to expand their horizons and increase professional competencies. The faculty stands ready to assist in solving the basic resource, environmental and social problems of the region.

The Academic Units

Three colleges comprise the major teaching, research, and public service units: the College of Arts and Sciences, the College of Business Administration and the College of Education. The College of Arts and Sciences includes the Departments of Fine Arts, History, Languages and Literature, Mathematical Sciences, Natural Sciences, Political Science and Public Administration, Psychology, and Sociology and Social Welfare, as well as the American Studies Institute and the Institute of Urban and Environmental Studies. The College of Business Administration has

the Accounting; Economics; Finance, Insurance and Land Economics; Management, Marketing and Business Law; Transportation and Logistics Departments; and the Division of Studies in Economics and Business. The College of Education consists of the Departments of Administration and Supervision, Elementary Education, Health and Physical Education, Secondary Education, and Technical and Vocational Education, and the Division of Studies in Education.

The Library — The Library has been developed to provide full support for the academic programs of the University. More than 100,000 volumes will be available to faculty and students when the University opens. In addition, the University has cooperative arrangements with other libraries in the area and teletype connections with the other institutions of the State University System to provide access to materials not contained in the basic collection.

The Instructional Communications Center — The Center provides and maintains all audiovisual materials and equipment supporting the University's program. The Center is capable of producing instructional television, slides, tapes, etc. In addition to directly supporting instruction, many types of equipment and materials will be circulated to students.

The Computing Center — The instruction and research programs of the University are supported by ten IBM 2741 conversational terminals on campus with dial up capability to an IBM 360 Model 65 computer located at the University of Florida. This arrangement provides computing capacity far beyond that normally found in a new institution.

The undergraduate degrees offered by the University are the Bachelor of Arts, the Bachelor of Arts in Education, and the Bachelor of Business Administration. The requirements for these degrees are enumerated in the sections dealing with the colleges and curricula.

Programs leading to two graduate degrees are offered in 1972-73. The Master of Business Administration degree is offered through the College of Business Administration, and the Master of Education degree is offered in the College of Education. Both of these graduate degree programs are supported by work offered in the College of Arts and Sciences.

Certificate Programs

In recent years many new interests with interdisciplinary attributes have developed in higher education. American studies, black studies, environmental studies, criminal justice, operations research, and urban studies are examples of such interests. The University provides courses within the basic curriculum which, taken in appropriate combinations beyond a basic major in one of the departments, will be recognized by the award of a certificate designating achievement in the special area.

Accreditation

The University has been accorded Correspondent Status with the Southern Association of Colleges and Schools and will be reviewed for Candidate Status in the 1972-73 academic year. The University will be considered for full accreditation with the Southern Association after the first class is graduated in June, 1974. Every effort has been made to develop the faculty, staff, facilities and programs in a manner to insure, as far as possible, that full accreditation is achieved on schedule, and to provide the first graduating class with the benefit of this accreditation. Approval of the teacher education programs by the Florida State Department of Education is being sought as is accreditation of programs by appropriate professional agencies.

Governance

The University of North Florida is under the direct supervision of the Board of Regents of the State University System of Florida. Within the framework of the policies and procedures set by the Board of Regents the University has considerable freedom to determine its internal affairs. The President is the chief administrative officer of the University and is assisted in the exercise of his duties by the faculty and staff. Since it is believed that all components of the University community have a vital role to play in institutional governance, a single legislative body, the "General Assembly," is comprised of faculty, staff, and students as members with equal status.

Rights and Responsibilities of Members of the University Community

The Legislature of the State of Florida, the Florida State Board of Education and the Board of Regents of the State University System have provided laws, rules and regulations governing the state universities and the members of these communities. Within the framework of policies set by competent higher authority, and consistent with its view that all members of the University community should participate in the governance process, the University holds the position that the standards of integrity and conduct for all members of the community should be uniform. The University has adopted the Model Bill of Rights and Responsibilities developed by the Carnegie Commission on Higher Education as the basic statement expressing the spirit of what is expected of members of the University community. This statement is reproduced here because of its importance, although it should be noted that the laws, rules, and regulations of competent higher authority may over-ride portions of the statement.

The Model Bill of Rights and Responsibilities

Members of the campus have an obligation to fulfill the responsibilities incumbent upon all citizens, as well as the responsibilities of their particular roles within the academic community. All members share the obligation to respect:

- *The fundamental rights of others as citizens.*
- *The rights of others based upon the nature of the educational process.*
- *The rights of the institution.*
- *The rights of members to fair and equitable procedures for determining when and upon whom penalties for violation of campus regulations should be imposed.*

1

As citizens, members of the campus enjoy the same basic rights and are bound by the same responsibilities to respect the rights of others, as are all citizens.

- *Among the basic rights are freedom of speech, freedom of press, freedom of peaceful assembly and association, freedom of political beliefs, and freedom from personal force and violence, threats of violences, and personal abuse.*
- *Freedom of press implies the right to freedom from censorship in campus newspapers and other media, and the concomitant obligation to adhere to the canons of responsible journalism.*
- *It should be made clear in writings or broadcasts that editorial opinions are not necessarily those of the institution or its members.*
- *The campus is not a sanctuary from the general law.*
- *The campus does not stand* in loco parentis *for its members.*

  Each member of the campus has the right to organize his or her own personal life and behavior, so long as it does not violate the law or agreements voluntarily entered into, and does not interfere with the rights of others or the educational process.
- *Admission to, employment by, and promotion within the campus shall accord with the provisions against discrimination in the general law.*

2

All members of the campus have other responsibilities and rights based upon the nature of the educational process and the requirements of the search for truth and its free presentation. These rights and responsibilities include:

- *Obligation to respect the freedom to teach, to learn, and to conduct research and publish findings in the spirit of free inquiry.*

  Institutional censorship and individual or group intolerance of the opinions of others are inconsistent with this freedom.

  Freedom to teach and to learn implies that the teacher has the right to determine the specific content of his course, within the established course definition, and the responsibility not to depart significantly from his area of competence or to divert significant time to material extraneous to the subject matter of his course.

  Free inquiry implies that (except under conditions of national emergency) no research, the results of which are secret, is to be conducted on the campus.

- *Obligation not to infringe upon the right of all members of the campus to pursue normal academic and administrative activities, including freedom of movement.*
- *Obligation not to infringe upon the right of all members of the campus to privacy in offices, laboratories, and dormitory rooms and in the keeping of personal papers, confidential records, and effects, subject only to the general law and to conditions voluntarily entered into.*

Campus records on its members should contain only information which is reasonably related to the educational purposes or safety of the campus.

- *Obligation not to infringe upon the right of all members of the campus to study unpopular and controversial views on intellectual and public issues.*
- *Right to identify oneself as a member of the campus and a concurrent obligation not to speak or act on behalf of the institution without authorization.*
- *Right to hold public meetings in which members participate, to post notices, and to engage in peaceful, orderly demonstrations.*

Reasonable and impartially applied rules, designed to reflect the educational purposes of the institution and to protect the safety of the campus, shall be established regulating time, place, and manner of such activities and allocating the use of facilities.

- *Right to recourse if another member of the campus is negligent or irresponsible in performance of his or her responsibilities, or if another member of the campus represents the work of others as his or her own.*
- *Right to be heard and considered at appropriate levels of the decision-making process about basic policy matters of direct concern.*

Members of the campus who have a continuing association with the institution and who have substantial authority and security have an especially strong obligation to maintain an environment conducive to respect for the rights of others and fulfillment of academic responsibilities.

Tenured faculty should maintain the highest standards in performance of their academic responsibilities.

Trustees have a particular responsibility to protect the integrity of the academic process from external and internal attacks; and to prevent the political or financial exploitation of the campus by any individual or group.

3

The institution, and any division or agency which exercises direct or delegated authority for the institution, has rights and responsibilities of its own. The rights and responsibilities of the institution include:

- *Right and obligation to provide an open forum for members of the campus to present and debate public issues.*
- *Right to prohibit individuals and groups who are not members of the campus from using its name, its finances, and its physical and operating facilities for commercial or political activities.*
- *Right to prohibit members of the campus from using its name, its finances, or its physical and operating facilities for commercial activites.*
- *Right and obligation to provide, for members of the campus, the use of meeting rooms under the rules of the campus, including use for political purposes such as meetings of political clubs; to prohibit use of its rooms by individual members or groups of members on a regular or prolonged basis as free headquarters for political campaigns; and to prohibit use of its name, its finances, and its office equipment and supplies for any political purpose at any time.*

- *Right and obligation not to take a position, as an institution, in electoral politics or on public issues, except on those issues which directly affect its autonomy, the freedom of its members, its financial support; and its academic functions.*
- *Right and obligation to protect the members of the campus and visitors to it from physical harm, threats of harm, or abuse; its property from damage and unauthorized use; and its academic and administrative processes from interruption.*
- *Right to require that persons on the campus be willing to identify themselves by name and address, and state what connection, if any, they have with the campus.*
- *Right to set reasonable standards of conduct in order to safeguard the educational process and to provide for the safety of members of the campus and the institution's property.*
- *Right to deny pay and academic credit to members of the campus who are on strike;* and the concomitant obligation to accept legal strikes legally conducted without recourse to dismissal of participants.*

**In case of total or partial closures due to strikes, we suggest immediate cessation of pay and academic credit for those directly participating. The campus should not make claim to be the only area of society where strikes are cost-free to their participants. Workers uniformly forgo their pay as they withdraw their services. They are subject to the costs of strikes as well as the potential benefits. Persons on campus can hardly expect the one and only "free ride." A cost-free strike, also, is not an effective means of demonstrating moral conviction.*

4

All members of the campus have a right to fair and equitable procedures which shall determine the validity of charge of violation of campus regulations.

- *The procedures shall be structured so as to facilitate a reliable determination of the truth or falsity of charges, to provide fundamental fairness to the parties, and to be an effective instrument for the maintenance of order.*
- *All members of the campus have a right to know in advance the range of penalties for violations of campus regulations. Definition of adequate cause for separation from the campus should be clearly formulated and made public.*
- *Charges of minor infractions of regulations, penalized by small fines or reprimands which do not become part of permanent records, may be handled expeditiously by the appropriate individual or committee. Persons so penalized have the right to appeal.*
- *In the case of charges of infractions of regulations which may lead to notation in permanent records, or to more serious penalties, such as suspension or expulsion, members of the campus have a right to formal procedures with adequate due process, including the right of appeal.*
- *Members of the campus charged or convicted of violations under general law may be subject to campus sanctions for the same conduct, in accord with campus policies and procedures, when the conduct is in violation of a campus rule essential to the continuing protection of other members of the campus or to the safeguarding of the educational process.*

Note: The Model Bill of Rights and Responsibilities is reprinted from *Dissent and Disruption* by permission of the Carnegie Commission on Higher Education.

Academic Policies

Admission — Undergraduate

The University of North Florida subscribes completely to the Florida Community College — State University System Articulation Agreement which provides for recognition of the Associate of Arts degree as the basic admission credential for upper division study.

All baccalaureate programs offered by the University of North Florida have been planned for students who will have successfully completed two years of college, including a well-developed program of general education. Admission policies of the University have been formulated to assure an admitted student a reasonable opportunity for success in the chosen field of study.

In general the following qualifications are expected of applicants:

1 Satisfactory completion of two years of college (90 quarter hours or 60 semester hours).

2 Achievement of an overall college average of "C" or higher.

3 Completion of an approved program of general education. An "approved program of general education" for a graduate of a Florida public community college refers to the "general education" program of that college. Transcripts for applicants who have not graduated from a Florida public community college will be reviewed individually to determine whether or not sufficient work in communications, social sciences, humanities, natural sciences, and mathematics has been completed.

4 Satisfaction of prerequisites, if any, for the program desired. Prerequisites are listed with each curriculum in the college sections of this catalog.

5 Satisfactory conduct record.

Students who graduate with an Associate of Arts degree from a Florida public community college meet these qualifications if they have completed the stated prerequisites for the program desired. In many cases, students holding Associate of Science degrees will also qualify for admission. While planning of the University has emphasized community college graduates, applicants from four-year colleges will also be admitted.

Students who have satisfactorily completed two years of college work but who lack prerequisites or courses in general education may remove these deficiencies in one or more of the following ways:

1 Enrollment in an accredited college for the specific courses needed for admission.

2 Attainment of satisfactory scores (25th percentile, national sophomore norms) on the appropriate general or subject-matter examinations of the College Level Examination Program.

3 Concurrent registration at the University of North Florida and another recognized institution of higher learning. Normally this option is open only to students whose deficiencies do not exceed ten quarter hours. Approval of student's advisor, department chairman, and academic dean is required.

Students whose applications for admission are disapproved may petition the University Committee on Admissions for reconsideration.

The following information is required for consideration of an applicant:

1 Application for admission — The application should be submitted at least a month before the desired term begins. This form is common to all institutions in the State University System of Florida and is available at the counseling offices of most Florida community colleges, and at the admissions office of any state university in Florida, including the University of North Florida.

2 Application fee — The check or money order (not cash) for $15 must be attached to the application for admission.

3 Transcripts — A transcript must be submitted from each college the student has attended, whether or not credits were earned.

Each application will be acknowledged as soon as it arrives at the admissions office. Decisions on admissions will be made promptly.

Admission—Graduate

Basic requirements for admission to graduate study in the State University System are set by the Florida Board of Regents. These requirements are as follows:

1 A baccalaureate degree from an accredited college or university.

2 At least one of the following:

a A quality point average of 3.00 (B) or higher in the student's last two years (90 quarter hours) of baccalaureate study.

b A composite score of 1000 or more on the verbal and quantitative sections of the Graduate Record Examinations (GRE).

The University is authorized to grant a limited number of exceptions to the criteria stated above. The additional factors used by the University of North Florida in granting exceptions to the basic requirements

will include: letters of recommendation, satisfactory performance in a specified number of graduate courses taken as a post-baccalaureate student, and satisfactory professional experience appropriate to the program. It must be emphasized that admission to graduate study is granted on an individual basis with a review of the entire academic record of the applicant, including the quality of performance and appropriateness of work taken, and professional experience. Applications for admission and for taking the GRE are available from the University Registrar's Office.

Special Requirements for Admission to MBA Programs

The standard program for the Master of Business Administration is planned on the assumption that the student will have completed a baccalaureate degree in business administration. Students with that background will be considered for admission as described in the **Admission — Graduate** section. However, students who have baccalaureate degrees in fields other than business administration will be expected to complete foundation work before entering bona fide graduate study. Details of these foundation requirements will be found on page 74

Special Requirements for Admission to MEd Programs

In addition to the basic requirements stated under **Admission — Graduate,** *the following qualifications have been established for admission to any Master of Education program:*

1 A standard Rank III Florida certificate or its equivalent

2 Three letters of recommendation attesting to academic and professional potential

3 Evidence of successful teaching or work experience, where such experience is a criterion for certification.

Students who fail to meet the College of Education or departmental requirements for admission may request a review of their qualifications by a departmental review committee and the Dean of the College. Such requests must be in writing and must include evidence supporting the request.

Admission — International Students

Students who have attended colleges outside the United States will be considered for admission on essentially the same academic basis as those who have attended American colleges. The Test of English as a Foreign Language will be required of international applicants unless their university-level education has been acquired at an institution where the primary language of instruction is English. In addition, evidence of adequate financial support is required.

Admission—Special Students

Applicants who do not wish admission to work toward a degree at the University may be considered for admission as special students. Each application will be considered by the University Admissions Committee on an individual basis. In addition to submitting the standard application for admission and transcripts of previous academic work, the applicant should submit a statement concerning the type of studies to be pursued and the reason or reasons for selecting a special program rather than a regular one. Applicants for special student status may be asked to come to the campus for interviews or to complete tests of general or special abilities.

Tuition Classification

For the purpose of assessing registration fees, students are classified as Florida and non-Florida students. A Florida student is a person who shall have resided and has had his domicile in the State of Florida for at least 12 months, immediately preceding the first day of classes of the current term.

1 In applying this policy "student" shall mean a person admitted to the institution. If such person is a minor, "student" shall mean parents, parent, or legal guardian of his or her person.

2 The word "minor" shall mean a person who has not attained the age of 21, and whose disabilities of minority have not been removed by reason of marriage or by a court of competent jurisdiction.

3 The word "domicile," for fee-paying purposes, shall denote a person's true, fixed, and permanent home and place of habitation. It is the place where he intends to remain and to which he expects to return when he leaves without intending to establish a new domicile elsewhere.

4 The word "parent" shall mean a minor's father, or mother, or, if one parent has custody of his person, the parent having custody; or, if there is a guardian or legal custodian of his person, then such guardian or legal custodian.

In all applications for admission by students as citizens of Florida, the applicant, or, if a minor, his parents or legal guardian, shall make and file with such application a written statement under oath that such applicant is a bona fide citizen, resident, and domiciliary of the State of Florida, entitled as such to admission upon the terms and conditions prescribed for citizens, residents, and domiciliaries of the State.

A resident alien who claims Florida residence must execute a special affidavit which is provided with the Application for Admission.

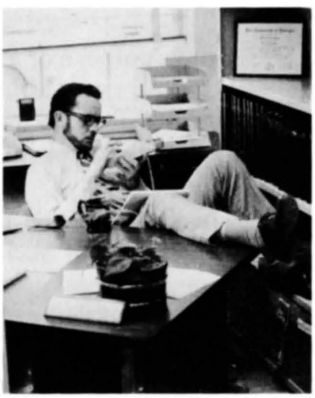
The following categories shall be treated as Florida residents for tuition purposes, as exceptions to the general definition above:

1 Military personnel of the United States of America on active duty, and stationed in Florida, including dependent members of their immediate families.

2 Veterans of the United States of America retired with 20 or more years of active military service, including dependent members of their immediate families, who are in Florida at the time of retirement, or who move to Florida within one year following retirement and intend to make Florida their permanent home.

3 Full-time elementary, secondary, and community college faculty members under current teaching contracts in the State of Florida.

Appropriate documentation is required to verify eligibility for each of the special categories.



Statement of Costs

The following schedule of registration fees, tuition fees, and other special fees shall apply where appropriate to all students at the University of North Florida. Required fees are established by the Board of Regents of the State University System of Florida and the State Legislature of Florida and are subject to change without prior notice. However, the University will make every possible effort to advertise any such changes if and when they occur.

A. Initial Application Fee (each application — not refundable) **$15**

B. In order for a registration to be valid, the following fees must be paid in full for each academic quarter by the dates indicated in the official University Calendar:

	Florida Resident	Non-Florida Resident†
1. Registration Fee and Tuition:		
A. For students registering for less than nine quarter hours (credit or non-credit)		
*Graduate (per quarter hour)	$ 20	$ 47
*Undergraduate (per quarter hour)	$ 16	$ 43
B. For students registering for nine or more quarter hours (credit or non-credit)		
*Graduate	$240	$590
*Undergraduate	$190	$540
	Other Fees‡	
2. Late Registration Fee (chargeable to any student who fails to register and/or pay within the formal registration period. This fee is also charged when the check is submitted within the time limit but is returned by the bank for any reason)		$ 25

*In addition, a service fee of $3 per credit hour must be paid for each hour in all courses taken in the Continuing Education Program. Non-residents are assessed an additional out-of-state tuition of $27 per quarter hour.

†Tuition is paid by non-Florida residents in addition to the registration fee. Florida residents pay only the registration fee.

‡Item applicable to both Florida residents and non-Florida residents.

Payment of Fees

Registration fees are due, by mail or in person, by the close of business on the last working day prior to the first day of class in any quarter. Fee payments may be made in advance of final complete registration. A student is eligible for a full or partial refund of fees upon withdrawal from the University within the first five regular class days in any quarter.

Registration will be cancelled for any student who has not paid his fees in full by the close of business on the fifth regular class day in a quarter.

Late payment of fees: Any fees paid after the last working day prior to the first day of class (date will be listed in the University calendar) must be accompanied by the additional late fee of $25. Late fees will only be accepted during the first five regular class days of any quarter.

No registration fees may be accepted and no refund of fees will be made after the close of business on the fifth regular class day in any quarter.

Refund of Fees

Students who find it necessary to withdraw from the University may be permitted a refund of fees upon presenting the Controller an authorization issued by the Office of the Registrar. The issuance of these refunds will be detained for two weeks immediately following each official University registration period, and the refunds will be made under the following conditions:

1. A full refund will be made for a full-time or part-time student making a complete withdrawal from the University during the "Drop and Add" period in any quarter. For students changing from full-time to part-time status, the amount to be refunded shall be calculated based on actual hours taken.
2. No fees will be refunded after the end of the "Drop and Add" period in any quarter except in the following cases:
   a. A student involuntarily called back to duty with the armed forces will be entitled to a refund in the amount of the registration fee less $43 for a full-time student and less 13 percent of total registration fees paid for part-time students.
   b. The death of a student during the term for which he is enrolled would permit a refund in the amount of the registration fee less $43 for full-time status and less 13 percent of total registration fees paid for part-time status.
   c. Incapacitating illness of such duration and severity as to preclude successful completion of the academic program for the term for which he is enrolled would also permit the student a refund in the amount of the registration fee less $43 for a full-time student and less 13 percent of total registration fees paid for part-time student.
   d. Cancellations would be considered a separate category when the student is considered not registered because of the University's actions, usually resulting from some pre-existing University regulations.
3. No refund will be made under this policy except when proper application for the refund has been made through the Office of the Registrar.
4. No part of the student activity fee will be refunded if the student fails to surrender his original (current quarter) "Certification of Fee Payment" card.
5. Deductions from authorized refunds will be made for unpaid accounts due the University.
6. A full refund of out-of-state fees will be made if withdrawal is effected during the "Drop and Add" period in any quarter.

Payment of Accounts Due the University

Charges against students for loss or breakage of University equipment or books, fines, and other charegs must be paid within ten days of notification. Failure to comply may result in cancellation of the student's registration and/or the privilege to reregister.

Student Progress

When a student is admitted to the University he enters one of its three Colleges: the College of Arts and Sciences, the College of Business Administration or the College of Education. This is to facilitate the student's advisement and career planning. If a student's academic objectives change so that he desires to major in a field of study admin-

istered by another college, he should apply at the office of the University Registrar for a change of college. If the dean of the new college is agreeable to the change, it will be processed for the student's subsequent registration.

Students are urged to plan their academic loads with recognition of the constraints on their time and other resources. For example, a student who works at a full-time job should normally limit his enrollment to one or two courses. Students who are recipients of financial aid from the University are required to maintain a load of at least eight quarter hours while being assisted. Various types of external assistance (Social Security, Veterans Administration, etc.) programs require certain minimum loads for continuation under the programs.

Students are considered "full-time" for fee-paying purposes if they enroll for nine or more hours. However, a normal load for a full-time student is 15 hours. No student may exceed a load of 20 hours without permission of the Academic Standards Committee.

Because of the University's commitment to the concept of continued improvement of educational services, it is the policy of the University to furnish copies of student grade reports to the institutions students have previously attended. These reports are intended for utilization in the ongoing programs of research and improvement underway at these institutions.

Students who fail to complete satisfactorily at least two-thirds of their credit load after having enrolled for 15 or more quarter hours at UNF will be warned of unsatisfactory progress and referred to their faculty advisors and department chairmen. Should they fail to achieve satisfactory completion of two-thirds of the work for which they have enrolled by the end of their next quarter of enrollment, they may be refused opportunity to re-enroll upon concurrence of the faculty advisor and the department chairman of the student's major.

Honors

Undergraduate students who achieve a 3.0 (B) average or better and who are registered for at least 12 quarter hours are eligible for the Dean's List. Part-time students with the required average will be eligible for the Dean's List if they have achieved at least 15 quarter hours at the University.

Students holding UNF quality point averages which place them in the top 15 percent of the graduating class will qualify for degrees with "distinction" and those in the top 5 percent will qualify for "highest distinction," provided at least 60 quarter hours have been completed at UNF and provided the quality point average is at least 3.5.

Credits

All credits are expressed in quarter hours.

Residence

Since most students will be admitted with only two years of college credit, a student will normally be expected to complete satisfactorily two years (90 quarter hours) of upper level credit at the University prior to graduation. Upon approval of the dean of a student's college, the upper level requirement may be reduced to 80 credits. Students transferring from institutions offering upper-level courses must satisfactorily complete at least 45 quarter hours at this University.

Students who wish to receive a second baccalaurate degree must complete a minimum of 45 quarter hours credit beyond the requirements for the first baccalaureate degree; e.g., if a student wanted to receive two baccalaureate degrees simultaneously, he would need to complete at least 135 quarter hours credit beyond the 90 hours credit required for admission to the University.

Grading Practice

Letter grades will be assigned for all courses. The scale of letter grades is as follows:

A — course requirements completed with excellent quality
B — course requirements completed with above average quality
C — course requirements completed with satisfactory quality
D — course requirements completed with below average quality
F — course requirements not completed satisfactorily
I — course requirements not completed (may be changed by instructor)
W — withdrawn from course.

I (Incomplete) is given to students who, for valid reasons determined by the professor, could not complete the work of a course within the quarter.

At the time the professor submits the grade of I he also indicates the grade to which the I will be changed in the event that the student fails to complete the work of the course in the allotted time.

Quality point averages are computed as follows:

4 points are assigned for each hour completed with a grade of A
3 for each hour of B
2 for each hour of C
1 for each hour of D
0 for each hour of F

The sum of quality points thus earned is divided by the number of hours recorded (exclusive of courses in which grades of I or W are recorded). The resulting quotient is the "quality point average."

Courses completed with grades of "D" are applicable toward satisfaction of the gross upper-level graduation requirements (90 quarter hours). However, a course completed with a "D" grade will not normally be applicable toward major requirements. Nor do "D" grades apply toward meeting the requirement that students achieve "satisfactory" completion of two-thirds of the work for which they have enrolled.

Because of the unique nature of the Venture Studies component of the curriculum (see page 34) and in recognition of its special objectives, the grading system will differ from that applying to the regular courses as described in the preceding paragraphs. Professors will submit the grades in Venture Studies courses in the normal manner. However, if the grade received is below a "C" neither the grade nor a record of the course attempted will be recorded on the student's record. If students wish "D" grades with credit for Venture Studies courses, they must inform the Registrar's office at least two weeks prior to the end of the term.

Withdrawals From the University

Withdrawals from the University are possible at any time prior to the final two weeks of the term. A student who wishes to withdraw from the University should contact his academic advisor immediately.

Upon receiving notice that a student has withdrawn, each professor shall determine the grade and the number of credits earned at the time of the student's withdrawal. A maximum of 15 quarter hours of credit can be accumulated on a partial credit basis. Should a student who has received partial credit want to complete the course in some later quarter, he must enroll for and complete the entire course. However, he receives the differential in course credits at the end of the second course. All students must, nevertheless, complete all requisite and prerequisite courses. To accomplish a partial credit judgment, the professor records the reason for the student's needing to take partial credit, the method of evaluation, the number of credits, and the grade. The department chairman and the student countersign his document, and the record is kept in the student's major department records.

Dropping and Adding Courses

Students are urged to exercise care in registration to avoid the necessity of schedule changes after classes have begun. If emergency needs for schedule changes occur during the first week of classes, the

student should immediately contact the University Registrar. Any approved schedule changes will be processed without entering the course on the student's permanent record if initiated during the first week of classes.

Courses may be dropped any time prior to the final two weeks of the term. Students wishing to drop any course but not to withdraw from the University may receive either partial credit or a "W" for the course. Procedures for granting partial credit for courses are the same as the procedures for granting partial credit for withdrawal from the University.

Graduation

Graduation from the University will be based upon completion of a prescribed program for the degree sought with achievement of a minimum quality point average of 2.00 for undergraduates, computed on all UNF course work recorded.

For undergraduates, transfer credits are considered fully applicable toward graduation unless specifically noted as "non-applicable" when the student's degree program is planned. Designation of such "non-applicable" courses may be based on the length of time since their completion, lack of relevance to the present degree objective, accreditation status of the institution where earned, or other factors which may be significant. In general, credits earned by correspondence or extension are not transferable in excess of 45 quarter hours, no more than 15 of which may be upper-level credits.

Credits are transferable into master's degree programs at the University only at the discretion of the Graduate Standards Committee of the appropriate college.

Graduation requirements printed in the catalog when the student enters the University normally are those he is expected to satisfy. However, a student may graduate under the provisions of any UNF catalog which has been in effect during his attendance at the University or a Florida public community or junior college, up to a maximum time limit of six years.

Continuing Education

In recognition of its role in service to the community, the University provides opportunity for adults to expand their horizons and increase professional competencies through continuing education. Such opportunities include courses for college credit and non-credit programs such as workshops, short-courses, conferences, seminars and institutes.

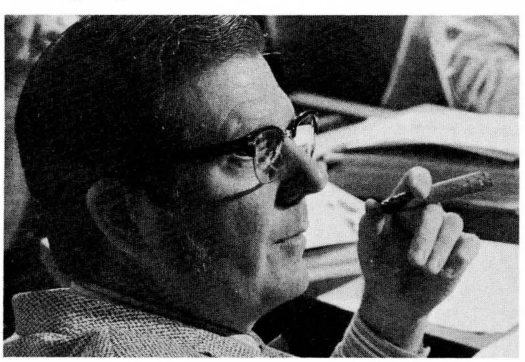
The credit programs of continuing education include graduate level courses for which there is a demonstrated need in the community. While the majority of these courses are selected from the regular degree offerings of the University, specially designed courses may be offered to meet the unique needs of persons within certain professional or occupational groups. Requests for the offering of any continuing education course should be initiated with the Division of Continuing Education.

Registration for students in continuing education credit courses is handled separately from regular registration and different requirements apply:

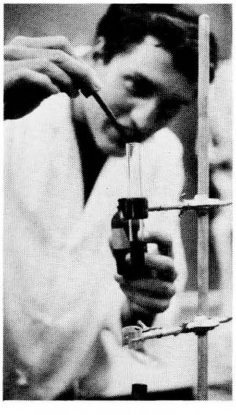
1 Admission — A student who wishes to apply credit for a Continuing Education course toward a degree at the University of North Florida should apply for admission as a regular student and obtain information from his advisor regarding the applicability of the course to his planned program of studies. Some courses are open only to students who have been approved for admission as regular, degree-seeking students. However, if a student does not desire degree credit for a course, and if the course is not restricted to degree-seeking students, registration may be accomplished without applying for admission to the University.

2 Fees — The fee for a continuing education course is $19 per quarter hour for undergraduate courses and $23 per hour for graduate courses. Non-Florida residents pay $50 per hour, which includes out-of-state tuition.

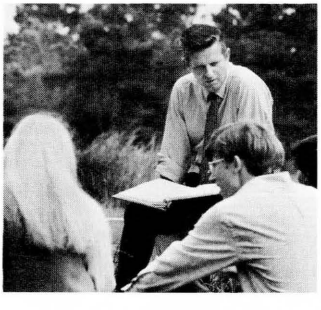
The non-credit programs of continuing education are normally short-term in nature and are intended as a response to a narrowly defined need. Since these programs typically are dependent for funding on sources other than state appropriations, fees sufficient for support of the programs must be charged participants. Professional associations, civic organizations, governmental agencies, and other interest groups desiring the assistance of the University of North Florida in the conduct of non-credit programs should contact the Division of Continuing Education.

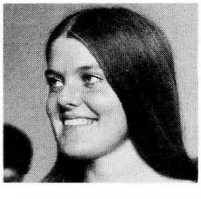


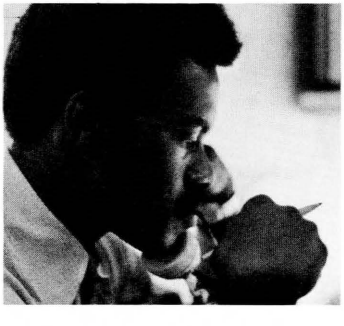
Student Services

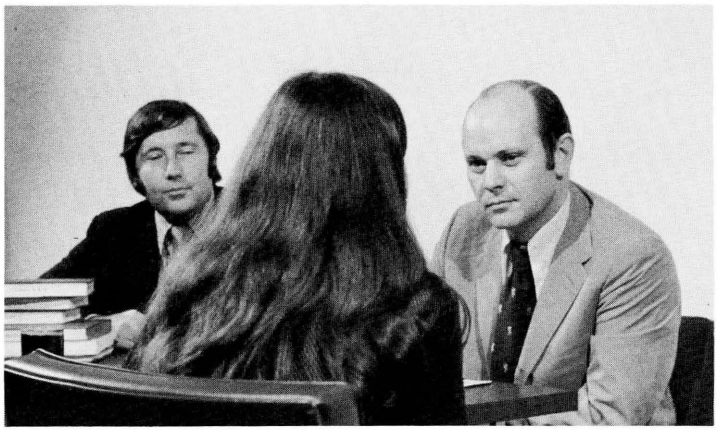


The Dean of Students' Office at the University of North Florida functions as an integral part of the academic organization, and members of the staff participate directly in the development and administration of academic programs. Among the functions of the office are: the direction of the academic and career advisement program, administration of the student evaluation of teaching, representation of the student viewpoint and interest in all areas of academic and general concern, direction of the cooperative education program, and coordination of the usual student activities, functions and services. Its services are designed to assist students to become more learned and productive citizens.

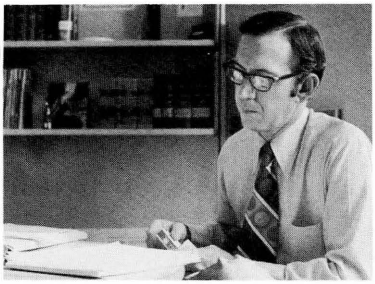


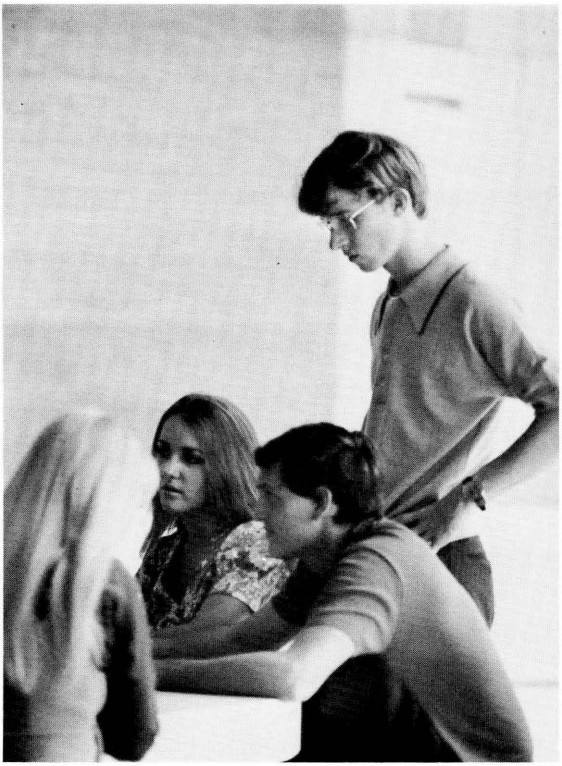






William R. Baggett,
Dean of Students
Johnny L. Arnette,
Associate Dean





Academic and Career Advisement

The University recognizes that in higher education academic advisement and career planning are important parts of the total educational process. Many undergraduate students are unaware of the variety of career opportunities available to them. Often academic advisement is based solely on academic considerations ignoring students' personal objectives. Consequently, the University has developed a personalized career planning program. Each undergraduate is to be assigned a faculty advisor who is selected on the basis of his interest in students and his ability to relate to them, as well as his teaching ability and professional achievements. The advisors receive continuing special training in academic advisement, career planning and understanding behavior.

The advisor gives students personal attention and assists them in their exploration of life goals and in their search for career goals. He helps them select majors and schedule courses. He is also available for advice on academic and non-academic problems. To supplement the advisors, the University Library maintains a complete collection of career information materials. The career planning service is also available to assist community college students as they make plans to attend a senior institution. To help students in meeting personal needs, the advisor may refer them to other faculty members for specialized help, other University offices, or community agencies in case of needs which cannot be met within the University.

Student Activities

The student activities program, coordinated by the Director of Student Activities, has a varied content and purpose. Its goals include aiding students to discover interests outside the classroom, to cultivate their ability to lead and to cooperate, to help them find opportunities to serve the University and community and to develop desirable, constructive personal habits and qualities. Student activities include intramural and extramural athletics, student organizations, social functions, visiting performers and lecturers.

Students have the opportunity to participate meaningfully in the governance of the University. The General Assembly is the legislative body of the University and its membership is composed of students, faculty, career service employees, and administrative and professional employees. Students serve on the various committees of the General Assembly and have the same rights and responsibilities as other members.

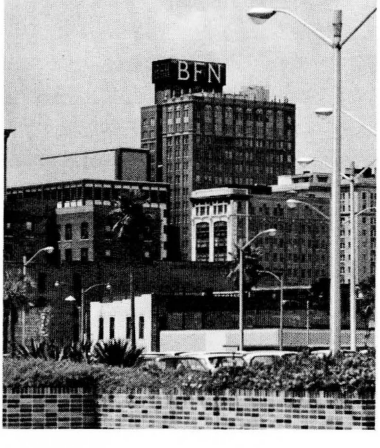
Health Services

The University provides limited health services on campus. A health office is equipped for first aid treatment. Serious cases will be referred to a local hospital for emergency treatment. Mental health services will be provided on a referral basis.

Student Conduct

The expectations of student conduct at the University of North Florida are consistent with the philosophy of the University. The University is a community of learners composed of students, faculty and staff. Everyone has the responsibility for maintaining an intellectual climate in which learning can take place. All members of the University community are expected to observe appropriate standards of integrity and behavior and to respect rights and privileges of others.

All members of the University community are subject to the regulations set forth by the Board of Regents of the State University System of Florida and the State Board of Education of Florida. In addition, they are subject to all laws and statutes of the State of Florida. The basic statement of rights and responsibilities is contained in the **General Information** section of this catalog.



Housing

As a service, the Dean of Students' Office will assist students in finding a place of residence. However, the Dean of Students does not make rental reservations or negotiate directly between landlords and students. The University of North Florida does not provide residence halls on campus.

Cooperative Education

The Cooperative Education Program provides the opportunity for students to obtain practical work experience related to their field of study while they pursue their degrees. Available in a number of academic fields, the program provides orientation to a working environment and exposure to career choices. The work experience enriches the development of human relations skills and usually results in significant earnings. Students will participate in a coordinated program of employment and study. Employment may be in the Jacksonville area, the student's home area, or out-of-state. Cooperative education work assignments are established with companies so that they become partners with the educational institution in developing capable, experienced, and more comprehensively educated individuals.

Student Financial Aid

The Student Financial Aid Program at the University of North Florida is committed to serving all students. Its primary purpose is to provide financial assistance for academically qualified students who could not further their education without support. Educational opportunities should not be limited by the financial resources of the student and his family. The University expects that a student and/or his family make a maximum effort to help with his University expenses. Generally speaking, a student must be enrolled for at least eight quarter credit hours in a degree program to be considered for financial aid.

Through its Office of Financial Aid the University provides a comprehensive Student Financial Aid Program in the form of scholarships, grants-in-aid, loans, part-time employment and federal financial assistance. Aid is awarded on an equitable and meaningful basis and the student is the focus of the program. Every effort is made to be of assistance in resolving personal financial difficulties. This is done in a manner which will enhance a student's educational and emotional growth. Counseling with the student to understand his financial problems, while maintaining a helpful, friendly relationship, is the goal of the staff of the Financial Aid Office.

Loans

Borrowing to finance a college education has become accepted as an investment in the future which will increase one's earning potential. Substantial long-term loans at low interest rates are usually available. These loans need not be repaid until the student leaves college.

The University of North Florida provides a fund for small loans to meet unexpected emergencies. These are repayable before the end of the term in which the money is borrowed or upon withdrawal from the University.

Federally Insured Loan Program

Students may apply through private lending institutions for financial assistance under this program. This type of loan is essentially a transaction between the lender and the student. Financial need is not a consideration as far as the University is concerned. Loans are repayable over a ten-year period starting nine months after completion or termination of studies at an accredited institution of higher learning.

National Defense Student Loan

The University of North Florida participates in the program of loans under Title II, National Defense Education Act of 1958 (amended). A student may borrow up to $1,500 each academic year, based upon the computed need of the applicant. Loans are repayable over a ten-year period with an interest rate of 3 percent starting nine months after completion or termination of studies at an accredited institution of higher education.

If a borrower becomes a full-time teacher in an elementary or secondary school, or in an institution of higher education, as much as half of the loan may be forgiven at the rate of 10 percent for each year of teaching service. Borrowers who work with handicapped children or in eligible schools in low-income areas may qualify for cancellation of their obligation at the rate of 15 percent each year.

Florida Student Scholarship Loan

Full-time students who have been legal residents of Florida for the past three years and whose records indicate ability to succeed may be eligible to receive a long-term loan for the amount of matriculation and books for an entire academic year. The loan is to be repaid at the rate of 4 percent per year beginning at the time of graduation or termination as a full-time student. Efforts will be made to continue the loan, once approved, for the duration of the student's need.

United States Loan for Cuban Students

Full-time students who are Cuban nationals and who meet the scholastic and financial need requirements are eligible to apply for this assistance. The loans, repayable over a 10-year period starting a year after completion of studies, are made available by the U.S. Government. For students who enter the teaching profession, the amount which must be repaid will be forgiven at the rate of 10 percent for each year of teaching up to a maximum of 50 percent of the loan value.

State of Florida Scholarship Loans

The State of Florida offers a number of scholarship loans for Florida residents who are planning to become teachers or nurses in Florida. Competitive examinations for these awards are held in October under the direction of the local superintendent of schools.

Law Enforcement Education Program

Under the Omnibus Crime Control and Safe Streets Act of 1969, grant and loan funds are available to in-service law enforcement officers and students pursuing law enforcement careers.

Grants covering matriculation fees, books and supplies are available to full-time employees of publicly funded law enforcement agencies. A grant recipient must remain in the service of the law enforcement agency for two years or repay the full amount advanced to him.

Law enforcement loans are also available to in-service law enforcement officers and students pursuing a law enforcement curriculum. The maximum loan is $1,800 per academic year.

Student Employment

Although students carrying a full-time academic load are not encouraged to work unless absolutely necessary, many students earn a portion of their college expenses by part-time employment. Funds for part-time employment on campus and on certain off-campus projects are provided by the University and the Federal Government under the College Work-Study Program. These funds are administered by the Financial Aid Office.

A student's eligibility is determined by the amount of financial aid required and such factors as grades, work skill and work experience. Eligible students may be employed up to 15 hours per week when enrolled in classes and up to 40 hours per week when no classes are scheduled.

The Financial Aid Office will also assist students who find it necessary to obtain part-time employment with private firms in the community.

Other student employment is available as Cooperative Education or Internships. These work experiences usually provide wages.

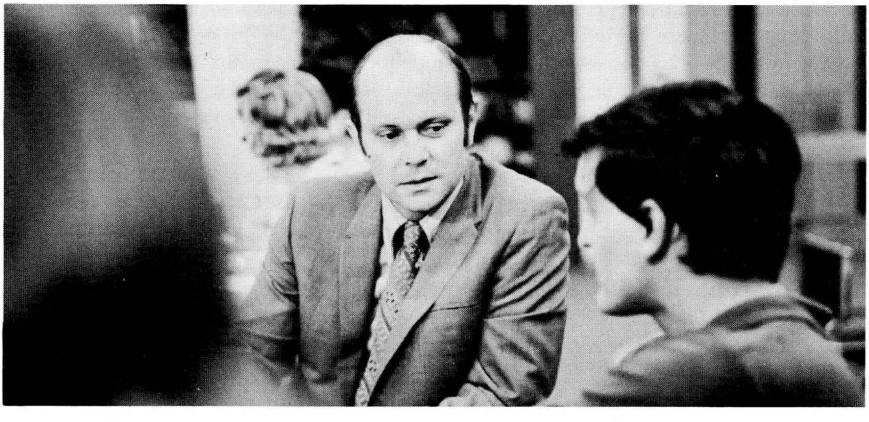
Veterans Administration Assistance

The University Registrar's Office assists students eligible for veterans' benefits during their enrollment in the University. If such students are in doubt about approved courses, they should consult the Registrar's Office before or during their enrollment to avoid losing any veterans' eligibility or benefits.

Scholarships

Scholarships and grants are available annually for many students who require financial assistance to attend the University. Funds are provided by the University, the State and the Federal Government. There are also individual and organizational donors. Most scholarships are awarded for academic achievement or other significant contributions to the University.

All inquiries concerning any form of financial assistance should be addressed to the Director of Financial Aid, University of North Florida.

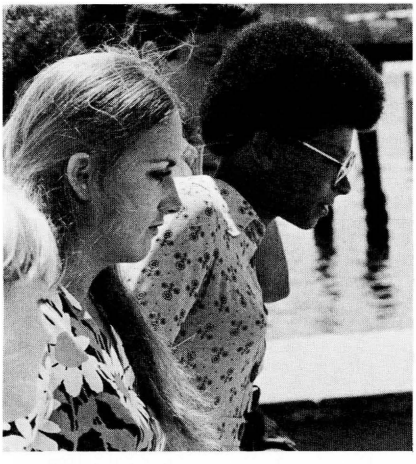


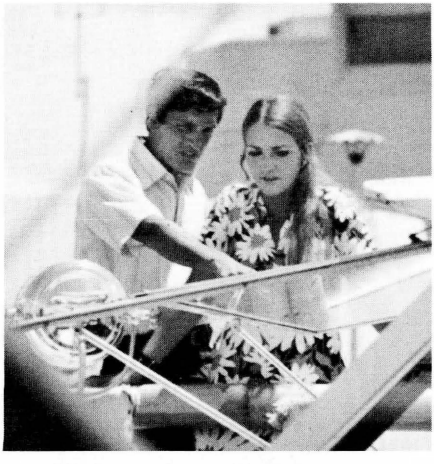
Check Cashing Service

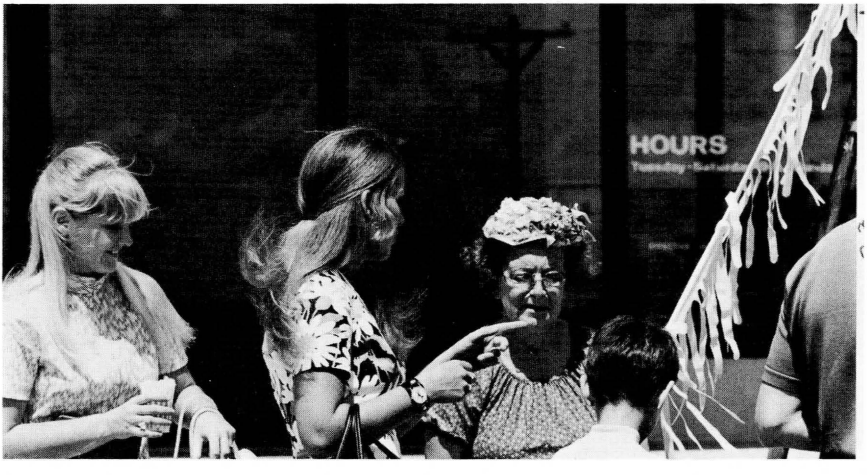
The University will accept personal checks for accounts due the University. Each student is urged to make his own financial arrangements through his choice of commercial banks. The University Cashier and the Bookstore will cash personal checks not exceeding $25. A service charge of 10 cents is made for each check cashed. All checks returned by the bank must be cleared within seven days of the date of notification to the student. Failure to comply may result in cancellation of the student's registration and/or privilege to re-register.

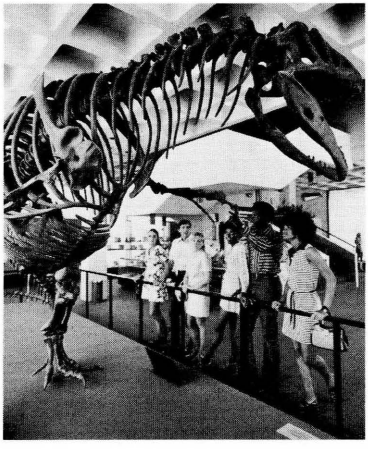
Costs of Attending the University

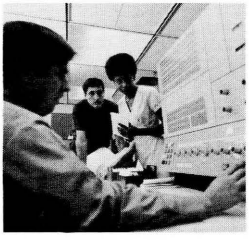
Since the University has no room or board facilities, personal costs are difficult to estimate. The costs based on national norms indicate that the following amounts may be budgeted: Books and supplies $150; room and board for those not living with parents $1,000; estimated personal expenses $750, and transportation approximately $250. These expenses vary in relation to the student's academic load and personal needs.

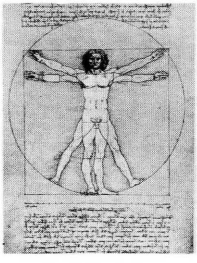


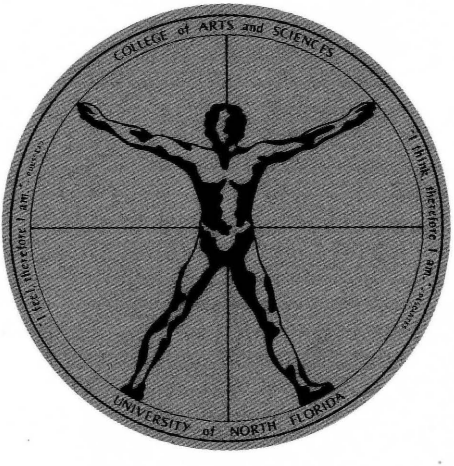


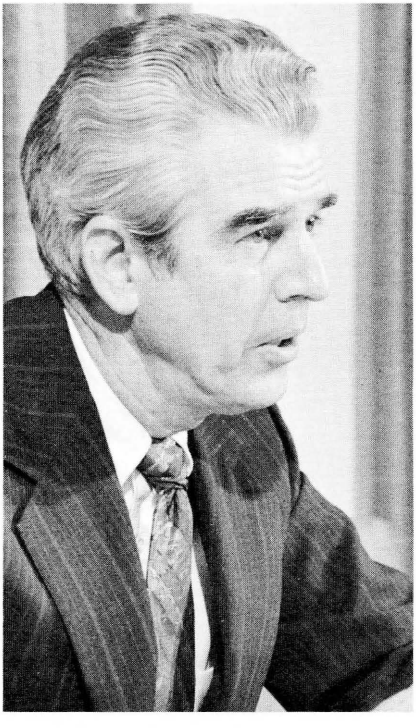


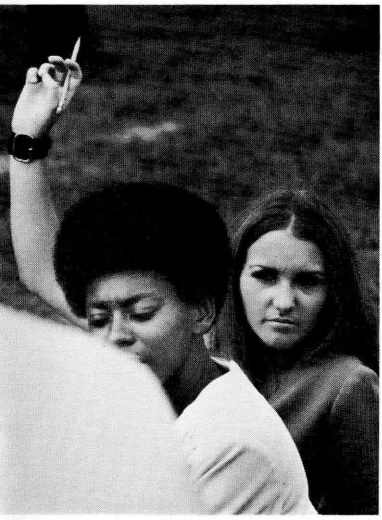







COLLEGE of ARTS and SCIENCES
"I think, therefore I am." Descartes
UNIVERSITY of NORTH FLORIDA
"I feel, therefore I am." Anonymous





College of Arts and Sciences

The faculty of the College of Arts and Sciences is committed to providing a liberalizing curriculum which has been designed to prepare students for "living" as well as for "making a living." The challenge is to create an intellectual environment where the teaching and discovery of knowledge take place in such a way that today's students may develop an intellectual capacity for understanding and meeting the demands of tomorrow's increasingly complex society. To understand himself and his role in society, the student must become both generalist and specialist.

Willard O. Ash,
Dean

No one in the history of mankind exemplifies to a higher degree the achievement of being both generalist and specialist than does Leonardo da Vinci. Nowhere in the annals of man's experience have the thirst for knowledge, the love of beauty and the power of science been combined to such a lofty degree in a single intellect. To him there was no dichotomy between art and science.

Because Leonardo was the *first*, surely the *greatest* and perhaps the *last* true generalist, his accomplishments provide the motivating inspiration for the College of Arts and Sciences Venture philosophy.

While no curriculum designed today can accurately anticipate the specific knowledge and methodology required by society a decade or two from now, it is safe to say that the student's best insurance for being able to cope with the future is the development of a versatile mind, a faith in reason, an appreciation for his cultural heritage and an understanding of the interdependence of knowledge.

The College offers the student balanced programs in the humanities and the sciences. The fundamental core in each major consists of that basic knowledge in the discipline which is believed to have the highest survival value for both the student and society. For example, it has been said that if the present corpus of mathematical knowledge were not transmitted from one generation to the next, our technological development would quickly slow and our society would soon be forced to retreat to lower levels of living. Survival of core proficiencies and knowledge in other disciplines are similarly significant, and it is the prime responsibility of the College to insure that this cultural transmission takes place.

But this is not the only responsibility of the College, for it also must provide a liberal education which involves exposure to new ideas, new ways of thinking about old ideas, and above all, a place where student and professor have the common right to think uncommon thoughts, believe uncommon beliefs, and have the equal right to become unequal — all in the spirit of Leonardo da Vinci.

The Program

Each program of study in the College of Arts and Sciences consists of three components which make up a minimum 90-hour curriculum: the major, contextual studies and Venture Studies.

The Major

This component is designed to develop the student's occupational competence in a specific field. A student's major consists of at least 35 hours of upper level work in a basic discipline offered by the College.

Contextual Studies

These are courses which the student elects as secondary interest to the major and which should serve to enhance and support the major. For example, Calculus would be contextual for a science major. A student may take as many as 20 hours in contextual studies, although this may be reduced if the major exceeds 35 hours; the combined major and contextual studies cannot exceed a total of 55 hours of credit unless the student elects work beyond the required minimum 90 hours for graduation.

Leonardo da Vinci Venture Studies

The Venture Studies component consists of courses designed especially as non-major courses and serves to broaden the student's intellectual perspective and background. The Venture Studies courses are advanced courses, building as they do upon the general education already acquired by the student. They assume and require reasoning ability, writing and speaking ability, and an interest in the important facets of the world of today.

Because these courses are new in approach and focus on some vital issue or phenomenon of today, they are relevant. This means that they are also likely to be innovative in teaching style, in student experience and in content. The student will find himself reading a number of books, articles, essays, newspapers or the like; or he may be experiencing films, events, field trips or visiting consultants in a portion of the course. Such experiences contrast with courses that normally use traditional texts. In fact, texts will normally not be used in Venture Studies.

Venture Studies courses will be constantly evolving, will often be interdisciplinary, with lively dialogue characterizing the mode of the experience. The classroom walls will not inhibit the student and the professor from pursuing their topics, in teams or singly, in the library, at a theatre, on a farm, in a ghetto, on a camping trip or whatever other living experience is appropriate to the subject of inquiry. Visiting informants and a predominantly non-lecture format will involve the student and professor jointly in a search for truth, meaning and revelation about a given subject.

Venture Studies courses should extend and expand a student's outlook. In many instances, they will deal with thoroughly contemporary subjects, but they will pose enduring questions. They will also extend habits of inquiry and reflection (social, political, psychological, humanistic, scientific and aesthetic) into areas of interest in which students have little, if any, previous disciplinary experience. Ideally, the experience in such courses should encourage student and teacher alike, as Henri Bergson said, to "Think as men of action, act as men of thought."

The Venture Studies component is particularly vital to the success of the Arts and Sciences program at the University of North Florida. It is this component which will be the distinctive feature of the College.

LEONARDO DA VINCI 1452-1519

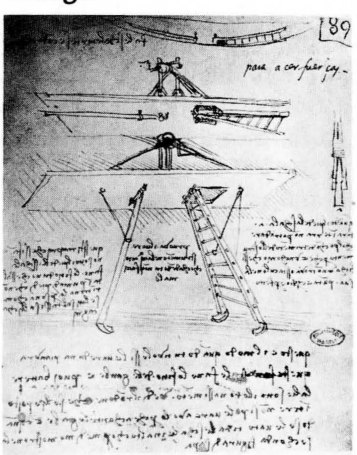
He created the one most beautiful of portraits, the one most beautiful picture, the one most beautiful fresco . . . eager to give his mind to other things, he built the Naviglio Canal, invented diving armor and flying machines, suspected the usefulness of steam, predicted the balloon, manufactured mechanical birds which flew and animals which walked . . . he made a silver lyre and played it exquisitely, studied anatomy and drew admirable myologies, manufactured all of the materials he used, even his varnishes and colors . . . he was distinguished as a military and civil engineer, as a geologist, geographer, and astronomer . . . he rediscovered the principles of the lever and of hydraulics . . . he was a great mathematician and machinist, physiologist and chemist . . . he invented the camera obscura and planned the great works of engineering that have controlled the courses of the Arno and Po . . . he walked beside the sea and understood that the waters were composed of countless molecules, watched the billows in their rhymical advance and comprehended that light and sound move in waves, looked into the heavens and perceived that the world was not the center of created things, and saw that the universe is held together by the attraction of gravitation . . . long before Bacon he evolved a philosophy, looking to human experiences and to nature for all solution of his doubts.

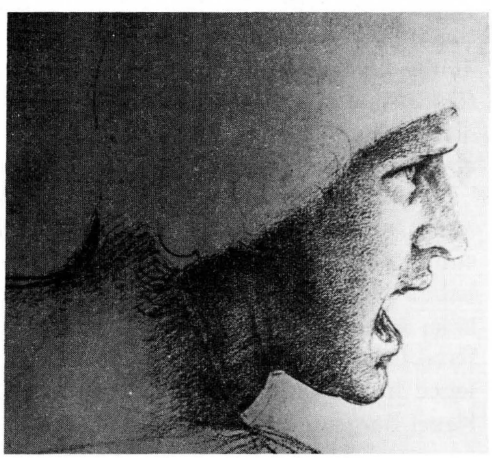
Theophile Gautier

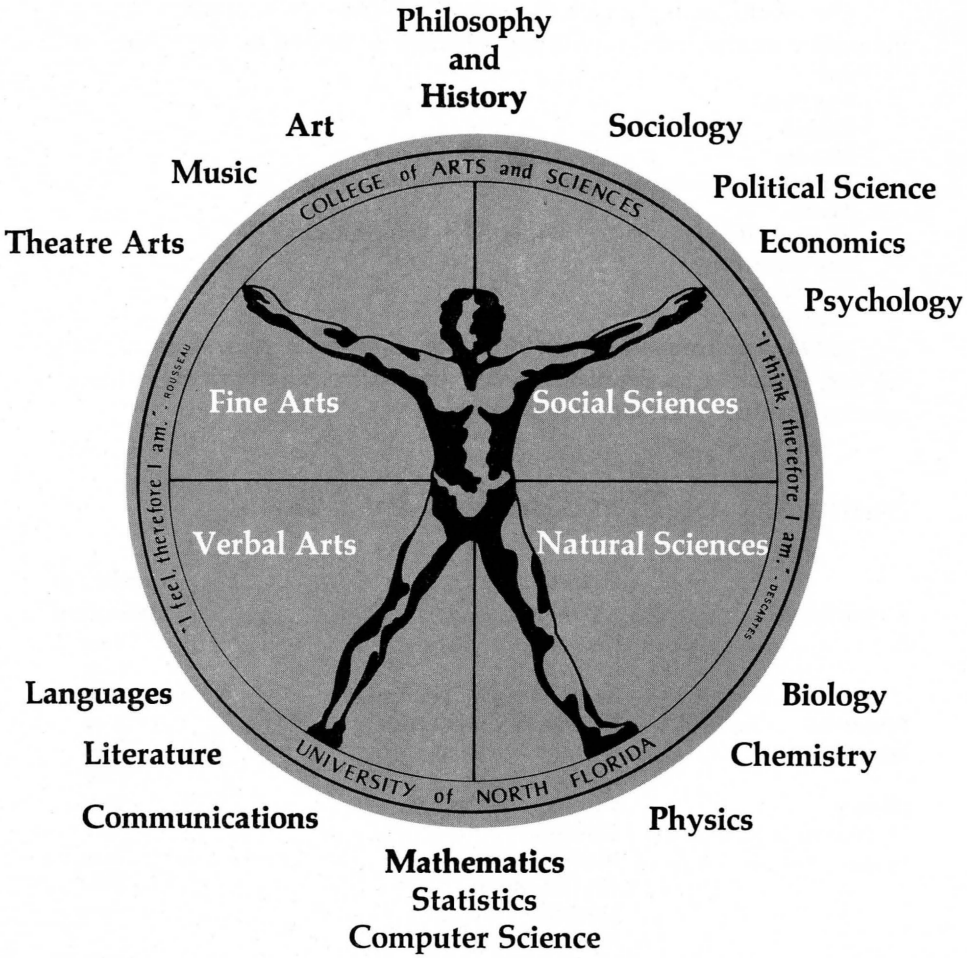
Planning the Venture Studies Component

Students can complete their Venture Studies requirement by taking one such course each quarter although two Venture Studies courses will be necessary in at least one quarter if the student plans to complete the BA degree in six quarters.

Using a circle to represent the College of Arts and Sciences and arranging the basic subjects around its circumference, the quadrants of the circle may be used to represent the basic subdivisions of the College.







To complete the 35 hours of Venture Studies, a student generally chooses these courses from disciplines outside his major quadrant. This assures the student an intellectual experience spanning the disciplines and satisfies the College goal of balanced humanities-science curricula.

The following titles suggest the Venture Studies concept:

Jazz, Blues and Poetry
Politics Through the Novel
Film, Television and Literature
Black Politics
Popular Culture and Counter Culture
The "Religion" of Humanism
The Historian as Detective
Improving Interpersonal Relationships
The Global Village
Nuclear Energy — Boon or Bane?
What Can the Past Teach Me?
Man and His Environment
The Nature of Mathematics
Contemporary Images of Man
Jacksonville
Science, Philosophy and Religion
Genetics and Society

On the following pages the specific departmental requirements for the majors available beginning fall 1972 are described for the disciplines:

Art
Economics
English
History
Mathematical Sciences — computer science, mathematics, statistics
Music
Natural Sciences — biology, chemistry, interdisciplinary
Political Science
Psychology
Sociology

Additional course offerings are also planned in journalism, library science, theatre arts, Spanish, speech, linguistics, photography, physics, creative writing, philosophy and religion.

Summary of Prerequisites by Major

Department	Prerequisite Courses	Number of Semesters*
Art	Design	Two
	Drawing	Two
	Appreciation *or* Art History	One
Economics	Introductory Economics	Two
English	Literature	Two
	Speech	One
History	History	Two
Mathematical Sciences	Calculus	Two
Music	Music Theory	Four
	Applied Music	Four
	Ensemble	Four
	Music Appreciation *or* Music History	One
Natural Sciences	Calculus	Two
	Biology with Lab	Two
	Chemistry with Lab	Two
	Physics with Lab	Two
Political Science	None	
Psychology	General Psychology	One
	Human Biology *or* Zoology	One
	Elementary Statistics	One
Sociology	Introductory Sociology	One

Students deficient in prerequisites may be admitted to a department after arranging with the department chairman a program to remove the deficiency.

*Or quarter equivalent

Department of Economics

Joseph M. Perry, *Chairman*

The program of the Department of Economics is designed to provide students with the tools and concepts necessary to understand a modern economy and to function more effectively as citizens. A major in Economics opens the door to graduate study or a wide variety of jobs in business, government and finance, although it does not prepare students for a specific occupation. Economics is particularly appropriate for those students who plan to enter public service, whether in the community or at other levels.

The program consists of a minimum of 90 hours: a concentration in economics of 35 hours consisting of a common core of 25 hours, required of all majors, and ten hours of economics electives; 20 hours of major or contextual studies; and 35 hours of Venture Studies.

Core

Intermediate Macroeconomics	5 hours	
Intermediate Microeconomics	5 hours	
Monetary Economics	5 hours	
Public Finance	5 hours	
Contemporary Economic Problems and Policy	5 hours	
		25 hours
Economic Electives		10 hours
Major or Contextual		20 hours
Venture Studies		35 hours
	Total	90 hours

It is assumed that students choosing a major in Economics will already have completed two semesters of introductory economics at an accredited community college or four-year institution. Students not meeting the prequisite may be admitted to the department after arranging with the department chairman a program which removes the deficiencies.

Electives available to Economics majors are:

American Economic History
Labor Economics
International Economics
Economic Development
Economic Geography
Government and Business
Contemporary Economic Problems and Policy
Directed Individual Study

A major in Economics is also offered through the College of Business Administration, leading to a BBA degree. See page 63

Department of Fine Arts

Gerson Yessin, *Chairman*

The Department of Fine Arts offers Art and Music majors solid training in their major, using contemporary and innovative techniques. Graduates will be prepared for the teaching profession, for graduate studies, for other vocational fields or for an enriching avocation. In addition, gathering of the Fine Arts into one department encourages interaction among the art disciplines. The arts today are more inter-related than ever before: contemporary art, music, and theatre arts all borrow from each other, and multi-media works and performances are frequent. The Fine Arts major can no longer be content with only a narrow knowledge of his own major field, but must be acquainted with all of the Fine Arts.

Art

The major in Art leads to the BA degree. Students should have previously had two semesters each of design, drawing and painting and one semester of art history or appreciation. Students not meeting these prerequisites may be admitted to the department after arranging with the department chairman a program of studies which removes the deficiencies. Entering students should present an art portfolio as an aid to program planning.

All majors are required to take a 10-hour core:

Core

Art History ..... 10 hours

In addition to the above core, 45 hours in major and contextual studies courses and 35 hours in Venture Studies are required. At least 90 hours are required for the total program. Examples of Art electives are:

Studio Art	5 hours
Aesthetics	5 hours
Commercial Design	5 hours
Crafts	5 hours
Print Making	5 hours
Advanced Drawing	5 hours
Painting	5 hours
Sculpture	5 hours
Ceramics	5 hours
Photography	5 hours
Cinematography	5 hours
Independent Study	1-5 hours
Advanced Seminar	1-5 hours

Students registered in the College of Arts and Sciences, and working toward Florida certification to teach with Art as their area of concentration, would plan their program as follows:

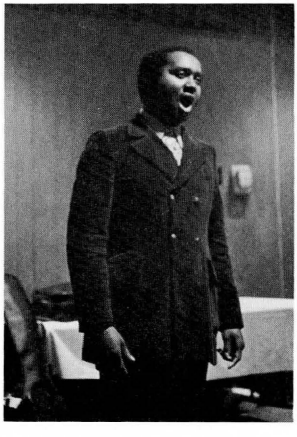
Core (Art History)	10 hours	
Commercial Design	5 hours	
Crafts	5 hours	
Art Electives	15 hours	
		35 hours
Education Certification Requirements		35 hours
Venture Studies		35 hours
	Total	105 hours

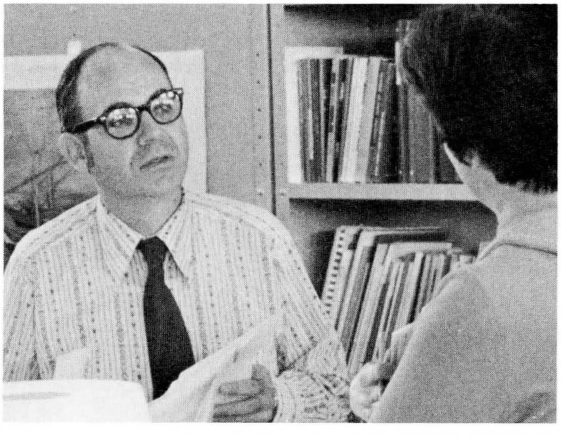
Students registered in the College of Education and working toward certification in Art would take the following Art Courses:

Core (Art History)	10 hours	
Commercial Design	5 hours	
Crafts	5 hours	
Art Electives	15 hours	
		35 hours
Professional Education		35 hours
Electives (second teaching field urged, not required)		20 hours
	Total	90 hours

Music

The major in Music leads to the BA degree. Students should have previously had two years each of theory, including eartraining, sight-singing and keyboard harmony; applied music; and ensemble and one semester of music history or appreciation. Voice and organ majors should have had one and two years of piano, respectively. Students not meeting these prerequisites may be admitted to the department after arranging with the department chairman a program of studies which removes the deficiencies. Entering students will be given placement tests in applied music and theory as an aid to program planning. Majors in voice, piano and organ will be offered during the 1972-73 academic year.





All majors are required to take a 30-hour core:

Core

Music History	10 hours
Applied Music	10 hours
Form and Analysis	5 hours
Ensemble	5 hours
Recital and Research	0 hours

In addition to the above core, 25 hours in major and contextual studies courses and 35 hours in Venture Studies are required. At least 90 hours are required for the total program. Examples of Music electives are:

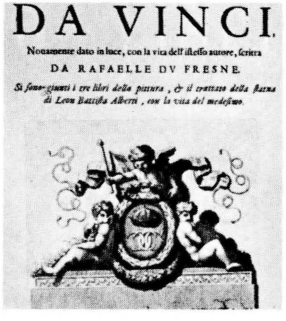
The Fine Arts	5 hours
Music Skills	5 hours
Counterpoint	5 hours
University Chorus	1 hour
University Singers	1 hour
Choral Conducting and Literature	5 hours
Applied Music	1-4 hours
Independent Study	1-5 hours
Advanced Seminar	1-5 hours

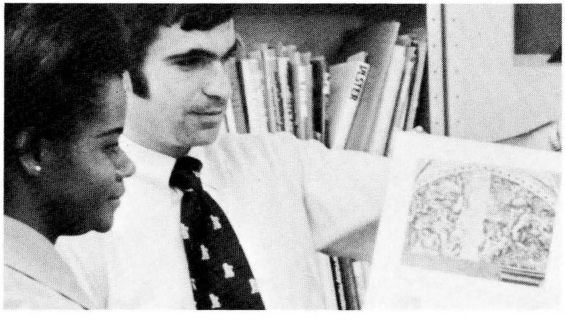
Students registered in the College of Arts and Sciences, and working toward Florida certification to teach Music, would plan their program as follows:

Core	30 hours	
Choral Conducting and Literature	5 hours	
		35 hours
Education Certification Requirements		35 hours
Venture Studies		35 hours
	Total	105 hours

Students registered in the College of Education and working toward certification in Music would take the following Music courses:

Core	30 hours	
Choral Conducting and Literature	5 hours	
		35 hours
Professional Education		35 hours
Electives (second teaching field urged, not required)		20 hours
	Total	90 hours





Department of History

For centuries history has been a cherished link to the past, a bridge among the academic disciplines, a source of personal strength, and a public resource.

The University of North Florida therefore offers a History major to provide a platform for informed citizenship and participation in modern life. At the same time, the History major points the way toward careers in teaching and writing, as well as related work in law, politics, journalism, and public service.

Two college-level History courses are prerequisite for admission to the program. In addition, the department recommends that the student have strength in the social sciences, literature, and writing.

The major consists of 40 hours in History, 15 in contextual studies, and 35 in Venture Studies. All majors will take the 10-hour core as part of the required 40 hours:

Core

The Craft of History	5 hours
Senior Seminar in History	5 hours

In addition to the core, at least one course from each of the following groups for a maximum of 20 hours:

Ancient and Medieval Civilization Europe: The Growth of Western Civilization Europe: The Triumph of Nationalism and Materialism	5 hours minimum
United States History to 1900 United States History Since 1900 Afro-American History	5 hours minimum

If any of the above courses were taken elsewhere before coming to UNF and if they are counted as prerequisites, the student selects another history course which is appropriate for him.

And the remainder, if any, from the following:

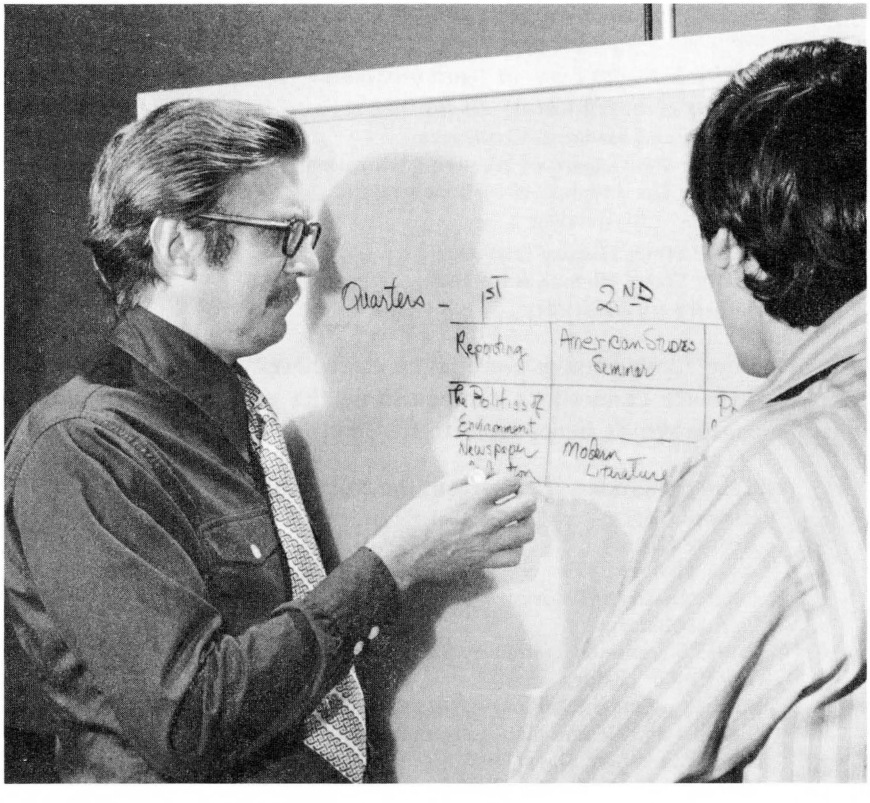
Historiography
African History
Asian History
Latin American History
Florida History
World Stress and Community Since 1945
The City in History
American Studies Seminar (cross-listed in Languages and Literature)
Socialist and Communist Interpretations of History
Studies in United States History
Studies in Non-Western History

Students registered in the College of Arts and Sciences who are working toward Florida certification for secondary school teaching in History should plan their program as follows:*

Core

The Craft of History	5 hours	
Senior Seminar	5 hours	
One course — at least — from each group:		
Ancient and Medieval Civilization Europe: The Growth of Western Civilizations Europe: The Triumph of Nationalism and Materialism	5 hours minimum	
United States History to 1900 United States History Since 1900 Afro-American History	5 hours minimum	
The remainder from the other history courses	15 hours minimum	
		35 hours
Education Certification Requirements	35 hours	
Venture Studies	35 hours	
	Total	105 hours

***This program assumes the student has taken 3 hours of United States Government.**



Department of Languages and Literature

Gary L. Harmon, *Chairman*

English. Communications. Languages. These three course clusters circumscribe a curriculum which includes courses in American, English, and world literature; creative and expository writing; linguistics; languages; speech; and journalism.

Words. Symbols. Images. Myths. These means of communicating provide the bases for study that involve the student in the experience of literature and languages. The intertwined abilities of imputing meaning to literature and of expressing our thoughts and vision clearly to others describe the direction of the educational quest in this department.

The spirit of critical inquiry, the accumulation of knowledge about our literary and linguistic heritage, the exploration of timeless human issues and the effort to synthesize disparate information and ideas about man's culture form the heart of the departmental emphasis.

Languages or literature graduates enter many professions: journalism, teaching, law, politics, writing, advertising, social work, diplomacy, and many others. Combined with other studies, strength in language or literature lends firm support to professions which prize cultural sophistication and the ability to express oneself well. Renowned television or film writers, actors, football coaches, magazine editors, or company presidents — as well as articulate and interesting housewives, salesmen, or technicians — distinguish the alumni of these disciplines.

The department offers three areas of concentration: Literature, Communications, and Languages. Two college-level literature courses, and a speech course for the prospective teacher, are prerequisite for pursuing this major. These do not include such courses as Freshman English, Humanities, or Communications, because these are basic to all majors. The department recommends American, English, or World Literature as most desirable for this prerequisite. If the prospective student has insufficient hours to meet the prerequisite, he may be admitted to the department after arranging with the department chairman to remove the deficiencies.

Literature

The major consists of 40 hours in literature (35 for the prospective teacher) 15 in contextual studies, and 35 in Venture Studies. All majors must complete the following courses as part of the required 40:

Core

Seminar in Approaches to Literary Interpretation..... 5 hours

In addition, majors must complete at least one course from each of the following groups (Prospective teachers must take two from each

group, and one must be the Dreiser through Jones course.):

American Writing:
- Bradford through Poe
- Emerson through James
- Dreiser through Jones

} 5-10 hours

British Writing:
- Beowulf through Defoe
- Fielding through Wilde
- Conrad through Beckett

} 5-10 hours

If any of the above courses were taken elsewhere before coming to UNF and if they are counted as prerequisites, the student selects another literature course which is appropriate for him.

In addition to the literature courses, prospective teachers must take one course from each of the following groups, and these are to be counted among the contextual studies portion of their program:

A. Writing: Argument and Persuasion
Journalistic Writing } 5 hours

B. Transformational Grammar
American English } 5 hours

English majors who also seek Florida certification for teaching journalism in grades 7-12 need to take two courses in journalism for a minimum of ten hours.

Majors select their remaining courses from the following:

Literary Modes

The Novel
Drama
Poetry
Short Fiction

***Seminars in Literary History**

World:

Literary Masterworks of the World — *ancients to moderns, Western to Oriental*
Studies in Comparative Literature — *French, German, American, Russian . . .*
Studies in Classical Literature — *Aeschylus, Aristophanes, Virgil . . .*
Studies in Continental Literature — *Goethe, Flaubert, Proust, Tolstoi . . .*
Myth in Literature — *The Golden Age, the Quest Hero, Orpheus . . .*

British:

English Medieval Literature — *Chaucer, Caedmon, Malory . . .*
Studies in the English Renaissance — *Shakespeare, Jonson, Donne, More . . .*
The English Novel — *Defoe, Austen, Dickens, Joyce, Sillitoe . . .*
English Major Authors (two or three at most)

American:

American Literary Motifs — *success myth, humor, the woman, alienation . . .*

Literature of Popular American Culture — *folklore, westerns, best sellers . . .*

American Literature and Other Arts — *film, television, painting . . .*

Black American Literature—*Chesnutt, Dunbar, Wright, Williams . . .*

American Poetry — *Whitman, Pound, cummings, Sexton, Ginsberg, Dickey . . .*

Special Studies

American Studies Seminar (cross-listed in History)	5 hours
†Tutorials in Literature, Writing, or Linguistics	3-5 hours
†Senior Thesis in Literature, Writing, or Linguistics	3-5 hours
The Craft of Fiction	5 hours
The Craft of Poetry	5 hours

*Offerings will be *selected* from these. Possible topics or writers are listed in italics.

†Offered each quarter, usually involving one meeting each week for one to five students at a time. Individual professor's consent required.

Possible offerings in Communications and Languages include the following:

Communications

Speech:

Public Speaking
Discussion and Conference
Persuasion and Argumentation

Journalism:

Journalistic Writing
Newspaper Production
Newspaper Editing (for editors)
Critical Reviewing
Editorial and Feature Writing
Journalistic Photography
Photojournalism
Internship in Journalism
Advertising (offered through the College of Business)
Tutorials in Journalism

Mass Media:

Mass Media in America

Writing:

Business Communications and Information
Research Report Writing

Languages*

Spanish:

Spanish Grammar and Composition
Advanced Spanish Conversation
The Structure of Spanish
Spanish American Literature
Spanish Literature through the Golden Age
Spanish Literature since the Golden Age
The Generation of '98
Modern Spanish Literature
Tutorials in Spanish Literature or Language

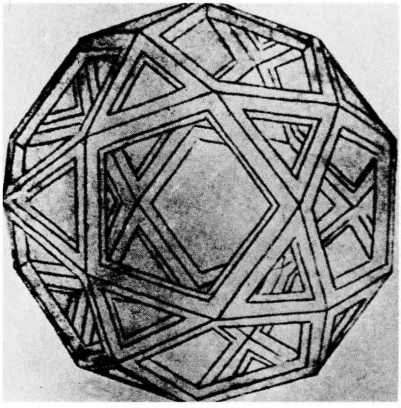
*Should be considered tentative for 1972-73.

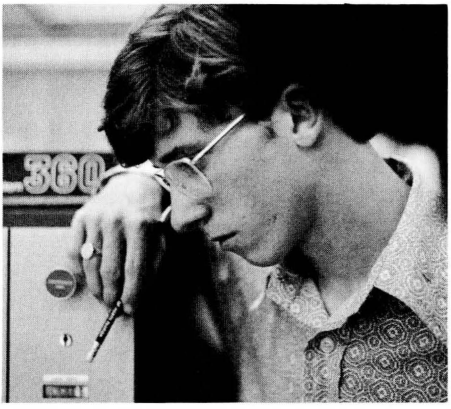
Department of Mathematical Sciences

Willard O. Ash, *Acting Chairman*

In recent years Mathematics, Statistics, and Computer Science together have provided powerful tools for the solution of society's problems. Indeed, there is hardly a field that has not been provided by these disciplines with capabilities that would have seemed fantastic only a few years ago. It seems appropriate, therefore, that Mathematics, Statistics, and Computer Science should be fused into a single Department of Mathematical Sciences providing the student with a strong interdisciplinary approach to the mathematical sciences.

The major in Mathematical Sciences leads to the BA degree with several options for concentration. The program presupposes at least two semesters of Calculus as prerequisite for the upper level program. Students not meeting the prerequisite may be admitted to the department after arranging with the department chairman a program which removes the deficiencies.





All majors, regardless of option, are required to take a 20-hour interdisciplinary core:

Core

Linear Algebra	5 hours	
Intermediate Analysis	5 hours	
Probability and Statistics	5 hours	
Introduction to Computer Science	5 hours	
		20 hours

In addition to the above core, 35 hours in major and contextual studies and 35 hours in Venture Studies are required. A minimum of 90 hours is required in the total program. Examples of options are:

Mathematics

Core		20 hours
Real Analysis I and II	10 hours	
Complex Analysis	5 hours	
Algebraic Structures	5 hours	
Topology	5 hours	
Major or Contextual	10 hours	
		35 hours
Venture Studies		35 hours
	Total	90 hours

Computer Science

Core		20 hours
Algebraic Structures	5 hours	
Numerical Analysis	5 hours	
Advanced Programming	5 hours	
Combinatorics	5 hours	
Information Processing	5 hours	
Major or Contextual	10 hours	
		35 hours
Venture Studies		35 hours
	Total	90 hours

Statistics

Core		20 hours
Real Analysis I	5 hours	
Complex Analysis	5 hours	
Statistical Theory I and II	10 hours	
Design of Experiments	5 hours	
Design of Sample Survey	5 hours	
Major or Contextual	5 hours	
		35 hours
Venture Studies		35 hours
	Total	90 hours

Students registered in the College of Arts and Sciences and working toward Florida certification for secondary school teaching with Mathematics as their area of concentration should plan their program as follows:

Core		20 hours
Modern Geometry	5 hours	
Number Theory	5 hours	
Structure of Mathematics	5 hours	
		15 hours
Education Certification Requirements		35 hours
Venture Studies		35 hours
	Total	105 hours

Other electives available to Mathematical Sciences majors in the major and contextual areas will include:

Differential Equations
Elementary Topology
Partial Differential Equations
Systems Simulation
Elements of Mathematical Logic
Seminar

Department of Natural Sciences

Edward A. Healy, *Chairman*

In the post-World War II era scientific knowledge has not only expanded phenomenally but many new scientific disciplines have emerged. Most of the latter, such as biophysics, the oceanographic sciences and the environmental sciences are largely interdisciplinary in nature. Sensitive to these recent developments, the University has consolidated its science programs in a single Department of Natural Sciences.

The primary goal of the department is to assist students in becoming intellectually literate, socially conscious human beings who are also knowledgeable and competent baccaulaureate scientists. Concentration programs available to the natural science major are designed to provide students the opportunity:

a. To prepare for further study in professional schools, such as medicine, dentistry or veterinary medicine; or

b. To pursue professional careers in biology, chemistry or any of a large number of interdisciplinary sciences through industrial employment, government service, secondary school teaching or graduate study.

Three concentration programs are available to the natural sciences major. All have as prerequisites for admission the successful completion of two semesters of calculus and two semesters of introductory courses with laboratory in each of three areas: Biology, Chemistry and Physics. Students not meeting these prerequisites may be admitted to the department after arranging with the department chairman a program of studies which removes the deficiencies.

All Natural Sciences majors are required to take a 30-hour common core of courses which are basic to understanding interrelationships among the sciences.

Core

Organic Chemistry	10 hours
Thermodynamics	5 hours
Modern Physics	5 hours
Molecular and Cellular Biology	5 hours
Genetics	5 hours

Beyond the common core, 25 hours in major and contextual studies and 35 hours in Venture Studies are required.

The available concentration programs are:

Biology

Core		30 hours
Developmental Biology	5 hours	
Organismal Biology	5 hours	
Environmental Biology	5 hours	
Major or Contextual Electives	10 hours	
		25 hours
Venture Studies		35 hours
	Total	90 hours

Chemistry

Core		30 hours
Molecular Quantum Chemistry	5 hours	
Inorganic Chemistry	5 hours	
The States of Matter and Chemical Kinetics	5 hours	
Advanced Organic Chemistry	5 hours	
Modern Analytical Chemistry	5 hours	
		25 hours
Venture Studies		35 hours
	Total	90 hours

Interdisciplinary

Core	30 hours
Natural Sciences and/or Contextual Electives	25 hours
Venture Studies	35 hours
Total	90 hours

Students registered in the College of Education and working toward certification will complete the common core and major and contextual requirements in one of the options listed above but will complete the remainder of their program as prescribed by the College of Education.

Students may register in the College of Arts and Sciences and work toward certification for secondary school teaching in the natural sciences. Because of the interdisciplinary nature of the Natural Sciences program, however, students will plan their programs in consultation with the chairman of the Department of Natural Sciences and the chairman of the Department of Secondary Education.

Electives available to Natural Sciences majors in the major and contextual areas will include:

Biochemistry
Biophysics
Physiology
Microbiology
Physical Organic Chemistry
The Chemistry of Metal Chelate Compounds
Electronics for Scientists
Electricity and Magnetism
Intermediate Mechanics
Nuclear Physics
Seminar in Selected Topics
Mathematical Sciences — any course for which the student has the necessary prerequisites.

Department of Political Science and Public Administration

Thomas M. Mongar, *Chairman*

The Political Science major should help students achieve two goals. The first is mastery of the moral, intellectual and behavioral skills necessary for effective participation in the democratic process. The second is preparation for careers in politics, administration, public service, teaching and possibly law.

There are no prerequisites for admission to the program. However, the department recommends that prospective majors take introductory courses in Political Science, History, Economics or Statistics, and have a strong background in English composition before entering the University of North Florida.

The major consists of 40 hours in Political Science, 15 hours in contextual studies and 35 hours in Venture Studies. All majors are required to take a 15-hour common core:*

Core

Decision-Making	5 hours
Any one of the following Public Policy courses:	
Politics of Poverty Politics of Race Politics of Violence Politics of Environment	5 hours
One Practicum course:	
Internship Independent Study	5 hours
	15 hours

*In special cases, ten additional hours of Political Science Internship may be taken as partial fulfillment of the contextual studies requirement.

In addition to these requirements, a major must complete 25 hours from the following, with at least one course from each of four remaining fields:

General

Political Systems
International Politics
Political Philosophy — 5 hours

Systems

American Politics
Urban Politics
State and Local Politics — 5 hours

Institutions

Parties and Interests
Judicial
Administrative
Legislative — 5 hours

Behavior

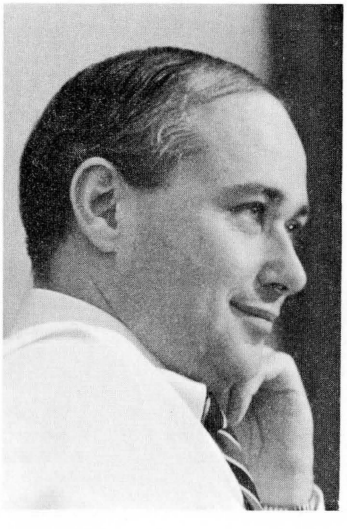
Theory and Method
Political Sociology
Political Psychology
Political Change
Special Topics (2-5 hours)
Seminar (2-5 hours) — 5 hours

Any of the Above — 5 hours

25 hours

Contextual Studies ..... 15 hours
Venture Studies ..... 35 hours
Total 90 hours

A BA degree program in Public Administration is projected for 1974-75.

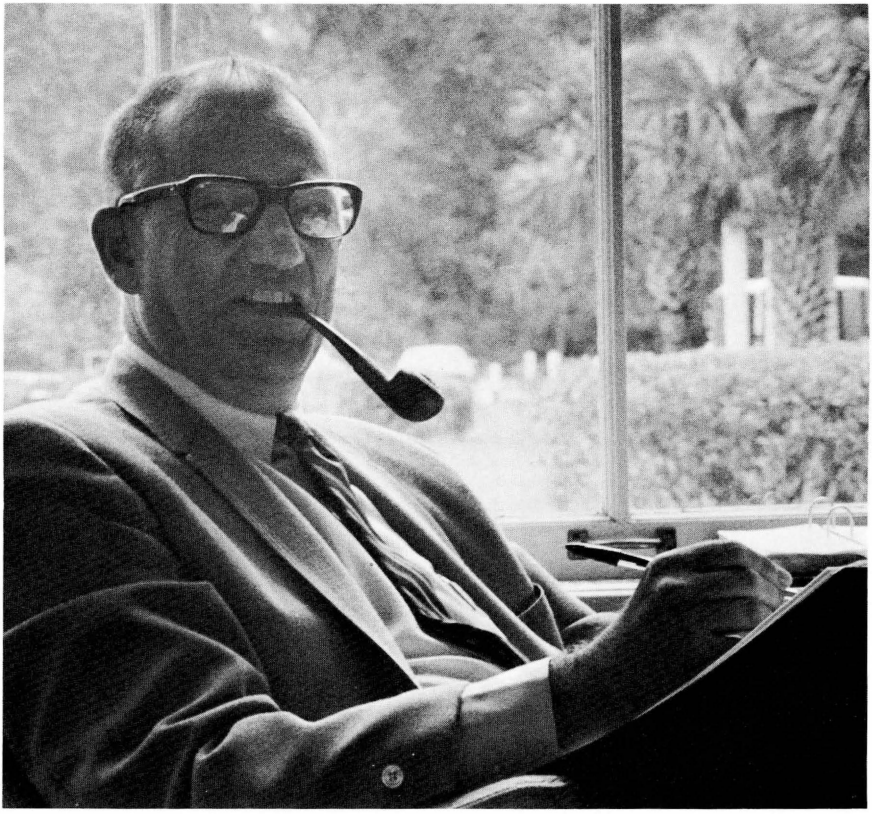


Department of Psychology

Laurence B. Green, *Chairman*

The reason for studying psychology, whether as a major or as a Venture studies course, should be to enrich the individual's knowledge and understanding of the qualities and character of life in such a way that personal development, as well as scientific knowledge, will be furthered. The discipline of psychology should be a means through which personal growth, self-transcendence and a viable value system can be developed. Accordingly, students will be afforded considerable personal flexibility in designing and pursuing their degree program so as to satisfy not only the requirements of the job market or for graduate study but also to fulfill their unique mental, emotional, and social needs.

Successful completion of General Psychology, Human Biology or Zoology, and Elementary Statistics is required prior to full admission to the degree program. Students not meeting these prerequisites may be admitted to the degree program after arranging with the department chairman a procedure that will remove the deficiencies.



The degree program totals 90 hours of study and consists of:

Core

Human Development	5 hours	
Psycho-biology (prerequisites: Human Biology or Zoology)	5 hours	
Learning and Motivation	5 hours	
Social Psychology	5 hours	
		20 hours

In addition, a major must complete 15 hours from the following:

Personality Dynamics and Effective Behavior	5 hours	
Psychometrics (prerequisite: Elementary Statistics)	5 hours	
Counseling Psychology	5 hours	
Experimental Psychology/Laboratory (prerequisite: Elementary Statistics)	5 hours	
History and Systems of Psychology	5 hours	
Social-Psychological Aspects of Management	5 hours	
Practicum in Applied Psychology*	2 *or* 3 hours	
Seminar (prerequisite: 20 hour core)*	2 *or* 3 hours	
Directed Study (prerequisite: 20 hour core)*	1 to 3 hours	
		15 hours
Contextual Studies	15 hours	
Venture Studies	35 hours	
Elective, to be selected from Psychology, contextual studies, or Venture Studies	5 hours	
	Total	90 hours

Students who wish to work toward Florida certification for secondary school teaching of Psychology have two program options:

1. *Program for Students Registered in the College of Arts and Sciences:*

(a) Psychology core plus Psychology electives‡	35 hours	
(b) Professional Education†	35 hours	
(c) Venture Studies	35 hours	
	Total	105 hours

2. *Program for Students Registered in the College of Education:*

(a) Professional Education†	35 hours	
(b) Psychology core plus Psychology electives‡	35 hours	
(c) Electives (second teaching field urged, not required)‡	20 hours	
	Total	90 hours

*Each may be taken twice.

†See College of Education section of catalog.

‡Education majors must meet the same prerequisites established for the Psychology major in Arts and Sciences.

Department of Sociology and Social Welfare

J. Carroll Simms, *Chairman*

Sociology is an empirically oriented social science discipline concerned with the development of systematically organized knowledge about human groups, communities, social institutions and societies. It focuses upon social interaction as its basic unit of observation. The Sociology major is designed to provide the student with the basis for a broad liberal arts education and to equip him with the conceptual, theoretical and methodological tools necessary to pursue a career in a social service occupation or as a professional sociologist, following a program of graduate studies. Sociology is frequently pursued by students who desire greater understanding and insight into the systems and processes of society which bear upon them in their everyday lives, so that they might make some relevant contribution to their society and to their fellow man.

Successful completion of Introductory Sociology, General Psychology and Elementary Statistics is required prior to full admission to the degree program. Students who are deficient in these prerequisites may arrange with the department chairman for their completion, after which they may be admitted to the BA degree program in sociology.

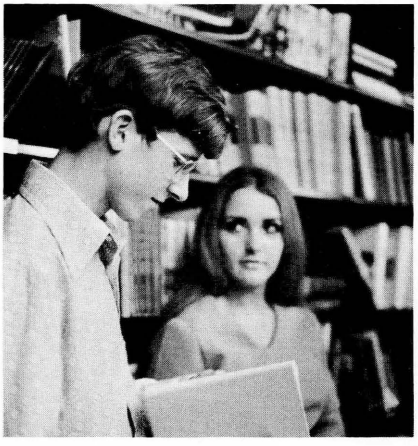
Ninety hours are required in the upper division program for the BA degree in Sociology, as follows:

Core

Urban Social Problems	5 hours	
Survey Research Methods (prerequisite: Elementary Statistics)	5 hours	
Development of Sociological Theory	5 hours	
Electives		15 hours
The Urban Complex	5 hours	
Deviance and Social Control	5 hours	
Social Movements and Social Change	5 hours	
Crime and Juvenile Delinquency	5 hours	
Racial and Cultural Minorities	5 hours	
Demography and Human Ecology	5 hours	
Social Stratification	5 hours	
Social Welfare Institutions	5 hours	
Sociology of the Family	5 hours	
Practicum in Community Organization	2 *or* 3 hours	
Seminar in Sociology (prerequisites 15-hour core)	2 *or* 3 hours	
Directed Study (Prerequisites 15-hour core)	2 *or* 3 hours	
		20-25 hours
Contextual Studies		15-20 hours
Venture Studies		35 hours
	Total	90 hours

A BA degree program in Social Welfare is projected for 1973-74.

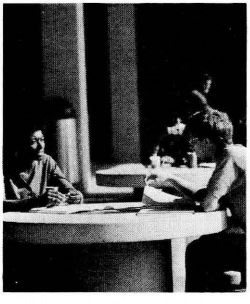
College of Business Administration



James M. Parrish,
Dean

Richard deR. Kip,
Assistant Dean

The major objective of the College of Business Administration is to educate men and women for positions of responsibility in private and public business and professions and to enable them to advance rapidly both in their careers and in their appreciation of the values and obligations of life in a free society. Achievement of this objective requires a program of studies and a learning environment which emphasize the future. In order to cope with the future, the managers of tomorrow must be skilled in recognizing and directing change. This in turn demands that management education be a process, a life-long process, not a project.



The College of Business Administration of the University of North Florida, therefore, welcomes its role as *supervisor* of a critical time segment of this education-for-life process for aspiring junior and senior undergraduate business students and for those starting formal graduate study in business. It also serves as *coordinator and colleague* with the community colleges, doctorate-level universities, and numerous business firms and governmental agencies which also shape segments of the process.

The curriculum is structured and a faculty is being assembled to implement the above roles with maximum effectiveness. The basic course content will be aimed at professionalism and will stress analytical ability and principles rather than existing current or past techniques. The use of several methods of instruction, both within the classroom and outside the classroom, will be encouraged and rewarded. The use of the University Library and the modern audiovisual center will be central to all major areas.

This "process" philosophy quite naturally leads to the recognition of the educational value of properly supervised work experience. The College encourages creative means of integrating these "work values" into the formal educational process. At least four such methods are currently known and explicitly included in the programs of the College as follows:

1 Cooperative Education — an educational plan which integrates classroom experience and practical work experience in industrial, business, government or service-type work situations. The work experience constitutes a regular and essential element in the educative process and some minimum amount (in our case at least three quarters) of work experience and minimum standards of performance are included in the requirements for graduation.

2 The use of a student or a group of students together with appropriate faculty and selected business executives as a team to accomplish a specific study, to develop a "living case," or actually to perform a particular management task for a firm. The College shall implement these types of activities through the Division of Business and Economic Studies and through courses such as ACC 499 — Practicum and Special Studies in Accounting, which are available in each functional area.

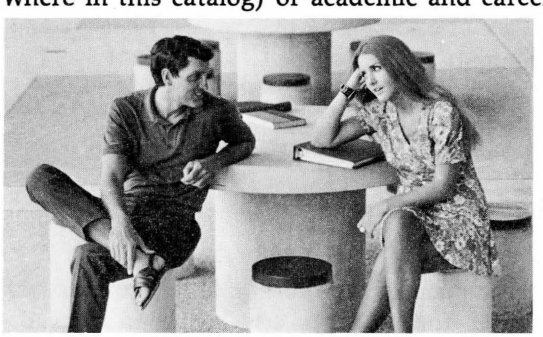
3 The College of Business Administration will strive to maximize the educational values for the working adult. That is, programs at both the bachelor's and master's level are designed to accommodate the student who wishes to take a reduced credit load each term and thereby require extra quarters to achieve graduation while earning a portion of his educational expenses by regular employment.

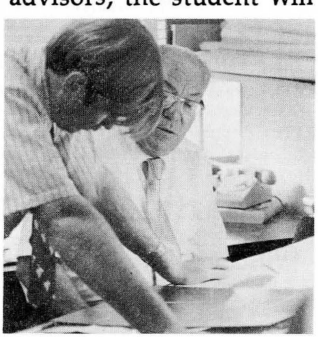
4 Through the Continuing Education Division, and in cooperation with various business and trade associations, the College expects to engage in a broad range of seminars, short courses, and executive development programs designed to help graduates continue the process of learning, as well as to serve the community at large by providing the opportunity for practicing managers to polish old skills and learn new ones.

In seeking its goals, the College holds that coordination of the broad educational process requires careful articulation, primarily with neighboring community colleges, of the first two years of formal college education undertaken by our potential students, as well as considerable interface with the Colleges of Arts and Sciences and Education. Thus, over the usual four-year time span, about half the program will be in general subjects, and almost a full year will be spent in acquiring a common body of knowledge and corollary skills in business and administration, including the environment for business. Though opportunity for advanced work in most of the subject areas is offered, only a reasonable degree and type of specialization is compatible with the College's "process" objectives.

To summarize, the College depends upon the community colleges for general educational background and some basic preparation in accounting, economics, and related subjects, and upon the new, innovative, and exciting Venture Studies courses of the UNF College of Arts and Sciences for further education for living.

With the help of a well-developed corps (described in detail elsewhere in this catalog) of academic and career advisors, the student will





choose a path through a program aimed at experiences of a managerial nature and a point of view of general management, striving to produce or materially to increase creativity and understanding of cause and effect relationships. Courses with this emphasis stress the behavioral and quantitative sciences as these relate to decision-making problems in organizations.

The College of Business Administration adheres to the standard admission policy of the University, described on page 11, and recommends some specific prerequisite background. These prerequisites, together with a general outline of all requirements for graduation, are detailed below.

I. Recommended Community College Curriculum

A. General Education and General Electives* ..... 90 hours
B. Business Administration and Economics
1. Principles of Accounting ..... 8-10† hours
2. Principles of Economics ..... 8-10† hours
3. Elementary Statistics ..... 4- 5‡ hours
4. Business Law ..... 4- 5‡ hours

II. Upper Division Requirements

	Jr. Yr.	Sr. Yr.
A. Common Body of Knowledge in Business	35-37 hours	
1. Financial Management (FIM 311)	5 hours	
2. Principles and Management of Production, Marketing and Logistics (MAR 321 and TRL 352)	10 hours	
3. Administrative Management (MAN 312) ...	5 hours	
4. Computer Language	2 hours	
5. Course in Policy Determination (MAN 492 or special department offering)		4-5 hours
6. Course in Economics at 300 or higher level		4-5 hours
7. Social-Psychological Aspects of Management		5 hours
B. Area of Concentration		20-30 hours
C. Business Elective (300 level or higher)		5 hours
D. Specified Non-Business		15 hours
1. Quantitative Methods for Business Decisions		5 hours
2. Fine Arts Venture Studies Course		5 hours
E. General Electives		3-15 hours
		Total 90 hours

III. Total Minimum Requirements for a Degree 180 hours

*Mathematics at least through college algebra is a prerequisite for Quantitative Methods, Computer Language, and for numerous required Business Administration courses.
†These courses will not be offered at the University of North Florida.
‡Courses to satisfy these areas will be available at the University of North Florida.

Department of Accounting

William J. Arthur, *Chairman*

The program of the Department of Accounting is designed to provide the academic background for students who wish to pursue a

career in business as accountants and as finance managers. The following are typical career opportunities for which the program prepares students: treasurer, controller, accountant, cost accountant, budget officer, planning director, and other financially-oriented positions. Unlike many accounting curricula, the emphasis of the major in accounting is not on the CPA examination. However, a sufficient number and selection of elective courses are available to allow the student to prepare for a public accounting career. The accounting program at UNF will provide the breadth of education intended by *The Accountancy Law and Rules* of the Florida State Board of Accountancy and at the same time satisfy the course work necessary to sit for the CPA examination. The revised rules of the Florida State Board of Accountancy coincide with the requirement of the American Institute of CPA's and both are consistent with the philosophy and objectives of the University of North Florida.

The requirements for a major in Accounting are:

1. *A concentration in Accounting composed of the following:*
   - ACC 301 — Intermediate Accounting or AICPA Level I test (satisfactory grade)
   - Courses in concentration:

     ACC 307 — Federal Income Tax ..... 5 hours
     ACC 321 — Accounting and Financial Information Systems ..... 5 hours
     ACC 401, 402 and 403 — Management Control Series ..... 15 hours
     ACC 491 — Seminar in Accounting Problems ..... 5 hours

     30 hours

2. *Courses contextual to the Accounting concentration*:*
   - MAN 464 — Introduction to Management Science. 5 hours
   - BUL 484 — Business Law

     or

     BUL 386 — Legal, Social, and Political Environment of Business. (Student will take the course he did not include in the core requirements of the College of Business Administration.) ..... 5 hours
   - ECO 301 — Intermediate Macroeconomics ..... 5 hours
   - ECO 403 — Analysis of Business Conditions and Forecasting ..... 5 hours

     20 hours

*Substitutions may be made in this group by students who already have the necessary background. Approval of the faculty advisor and department chairman is required.

The following two-year program at UNF is recommended, recognizing that specific student needs may require variations:

Year 1

- Quantitative Methods ..... 5 hours
- MAR 321 — Principles of Production, Marketing and Logistics ..... 5 hours

- TRL 352 — Management of Production, Marketing and Logistics ..... 5 hours
- ACC 307 — Federal Income Tax
  ACC 301 — Intermediate Accounting (if required) } 5 hours
- BUL 382 — Business Law I
  MAN 312 — Administrative Management } 5 hours
- FIM 311 — Financial Management ..... 5 hours
- ECO 301 — Intermediate Macroeconomics ..... 5 hours
- ACC 321 — Accounting and Financial Information Systems ..... 5 hours
- Computer Language ..... 2 hours
- Elective ..... 3 hours

45 hours

Year 2

- ACC 401-403 — Management Control Series ..... 15 hours
- Social-Psychological Aspects of Management ..... 5 hours
- ACC 491 — Seminar in Accounting Problems ..... 5 hours
- ECO 403 — Analysis of Business Conditions and Forecasting ..... 5 hours
- MAN 464 — Introduction to Management Science 5 hours
- Electives ..... 10 hours

45 hours

Department of Economics

Joseph M. Perry *Chairman*

The program of the Department of Economics is designed to provide students with the tools and concepts necessary to understand a modern economy, to function more effectively as citizens and to make sound decisions. A major in Economics opens the door to a wide variety of

jobs in business, government and finance, although it does not prepare students for a specific occupation. Economics is particularly useful for those students who plan to enter public service, whether in the community or at other levels, or who plan to go on to graduate study.

The requirements for a major in Economics include:

ECO 301 — Intermediate Macroeconomics
ECO 302 — Intermediate Microeconomics
ECO 401 — Monetary Economics
ECO 402 — Public Finance

In addition to the major, students specializing in Economics will meet a part of the "Common Body of Knowledge" requirement by taking an elective course in Economics at the 300 level or higher and ECO 404, Contemporary Economic Problems and Policy, the departmental course in Policy Determination. Courses in Economic Geography are offered as an integral part of the Economics program and may be taken as electives in the concentration.

Additional electives in contextual fields such as Management, Marketing, Finance, Transportation, Political Science, Public Administration, Mathematical Sciences, Sociology, or History will be chosen by the student in consultation with his advisor.

A suggested two-year program in Economics is given below. Individual students may deviate slightly from this program, depending on their previous academic preparation.

Year 1

• FIM 311 — Financial Management	5 hours	
• MAR 321 — Principles of Production, Marketing and Logistics	5 hours	
• TRL 352 — Management of Production, Marketing and Logistics	5 hours	
• Quantitative Methods for Business Decisions	5 hours	
• ECO 301 — Intermediate Macroeconomics	5 hours	
• ECO 302 — Intermediate Microeconomics	5 hours	
• ECO 401 — Monetary Economics	5 hours	
• MAN 312 — Administrative Management	5 hours	
• Computer Language	2 hours	
• Business (contextual) elective	3 hours	
		45 hours
• Social-Psychological Aspects of Management	5 hours	
• ECO 402 — Public Finance	5 hours	
• ECO 404 — Contemporary Economic Problems and Policy	5 hours	
• Electives in Economics	10 hours	
• Business (contextual) electives	10 hours	
• Venture Studies electives	10 hours	
		45 hours

A separate program in Economics leading to the Bachelor of Arts degree is offered in the College of Arts and Sciences. See page 38

Department of Finance, Insurance and Land Economics

Richard deR. Kip, *Chairman*

The Major in Finance

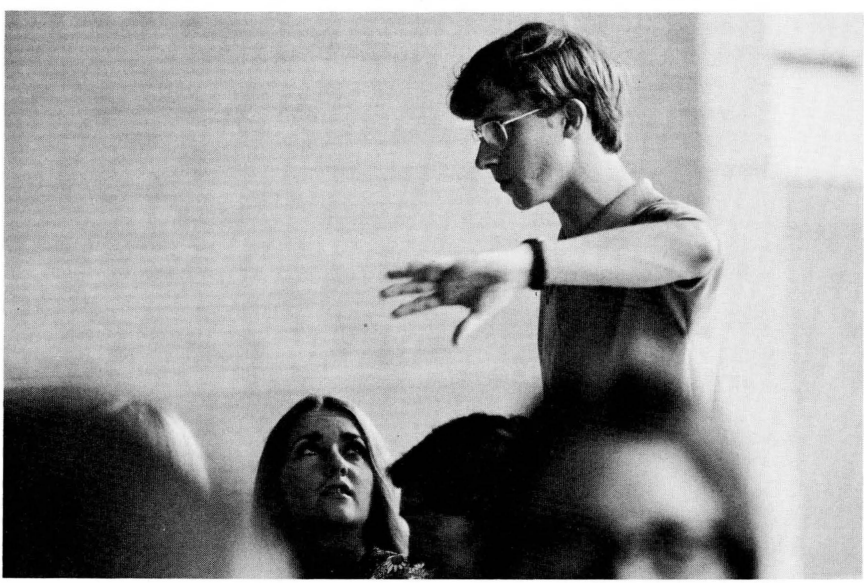
The major in Finance is designed to promote an understanding of the financial aspects of the present-day economy. The program focuses on the financial organization of society stressing the importance of monetary and fiscal policies on business and emphasizes the financing of commerce and industry. The objective is to prepare the student for careers in the area of Finance.

The requirements for a major in Finance are:

1. Twenty hours in Finance from: FIN 310, 320, 400, 410 and 420.
2. Ten hours of contextual studies, i.e., courses in College of Business Administration but not in Finance, as follows:

- ECO 303 — Managerial Economics, or
  ECO 401 — Monetary Economics — 5 hours
- One of the following:
  ACC 401 — Management Control — Financial Accounting
  INS 450 — Speculative Risk and Speculative Markets
  LEC 320 — Financial Aspects of Land Economics — 5 hours

The following two-year program at UNF is recommended for Finance majors, recognizing that specific student needs may require variations.



Year 1

• Quantitative Methods	5 hours	
• MAR 321 — Principles of Production, Marketing and Logistics	5 hours	
• TRL 352 — Management of Production, Marketing and Logistics	5 hours	
• FIM 311 — Financial Management	5 hours	
• MAN 312 — Administrative Management	5 hours	
• Computer Language	2 hours	
• FIN 310 — Financial Institutions	5 hours	
• FIN 320 — Banking	5 hours	
• Electives	8 hours	
		45 hours

Year 2

• MAN 482 — Business Policy	5 hours	
• Social-Psychological Aspects of Management	5 hours	
• FIN 400 — Investments or FIN 410 — Central Banking	5 hours	
• FIN 420 — Seminar in Finance	5 hours	
• Economics course	5 hours	
• ACC 401 — Management Control or INS 450 — Speculative Risk or LEC 320 — Financial Aspects of Land Economics.	5 hours	
• Fine Arts Elective	5 hours	
• Languages and Literature Elective	5 hours	
• Electives	5 hours	
		45 hours

The Major in Insurance

Decisions, both business and personal, are made under conditions of uncertainty. This is another way of saying that life is fraught with risk. The study of risk or uncertainty and the means developed by our society to cope with it is important to management personnel. The objective of the insurance curriculum is not only to introduce the student to the subject of risk and the effect of risk on business and society, but also to present the principles, practices, and problems of insurance.

The courses offered are an excellent starting point for students who plan to seek careers in the insurance business. For instance, for a student interested in the sales and management areas of insurance, a proper selection of courses will aid in preparation for the examinations leading to the nationally recognized designations of Chartered Life Underwriter (C.L.U.) and Chartered Property Casualty Underwriter (C.P.C.U.).

The requirements for a major in Insurance are:

1. Twenty-five hours, including INS 310, 320, 330 and 430, are required of all students. In addition, the student shall take one course from the group INS 410, 415, and 420.

2. Ten hours of contextual studies, i.e., courses in the College of Business Administration not offered in Insurance. One course must be in Economics and another in either Finance, Management or Marketing.

The following two-year program at UNF is recommended for Insurance majors, recognizing that specific student needs may require variations.

Year 1

• Quantitative Methods	5 hours	
• MAR 321 — Principles of Production, Marketing and Logistics	5 hours	
• TRL 352 — Management of Production, Marketing and Logistics	5 hours	
• FIM 311 — Financial Management	5 hours	
• MAN 312 — Administrative Management	5 hours	
• Computer Language	2 hours	
• INS 310 — Risk and Insurance	5 hours	
• INS 320 — Life and Health Insurance	5 hours	
• INS 330 — Property and Liability Insurance	5 hours	
• Elective	3 hours	
		45 hours

Year 2

• MAN 482 — Business Policy	5 hours	
• Social-Psychological Aspects of Management	5 hours	
• Economics course	5 hours	
• INS 410 — Employee Benefit Plans or INS 415 — Estate Planning or INS 420 — Risk Management	5 hours	
• INS 430 — Seminar in Insurance	5 hours	
• Course in Finance, Management or Marketing	5 hours	
• Fine Arts Elective	5 hours	
• Languages or Literature Elective	5 hours	
• Elective	5 hours	
		45 hours

The Major in Land Economics

Land is one of the important factors of production. Its effective use is of great import to the well-being of any society. The Land Economics curriculum is designed to prepare the student to enter the real estate business by providing an understanding of the economic and other aspects of land utilization.

The requirements for a major in Land Economics are:

1. The concentration in the Land Economics area (25 hours) which can be met by taking LEC 310, 320, 330, 420 and either 430 or 440.

2. Ten hours of contextual studies, i.e., courses in the College of Business Administration but not in Land Economics. One course should be in Economics (ECO 465 — Analysis of Urban Systems is suggested); another course should be from Accounting, Finance, Marketing or Insurance.

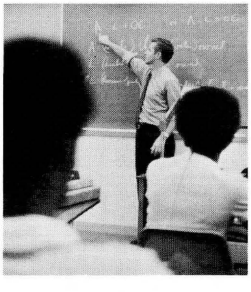
The following two-year program at UNF is recommended for Land Economics majors, recognizing that specific student needs may require variations.

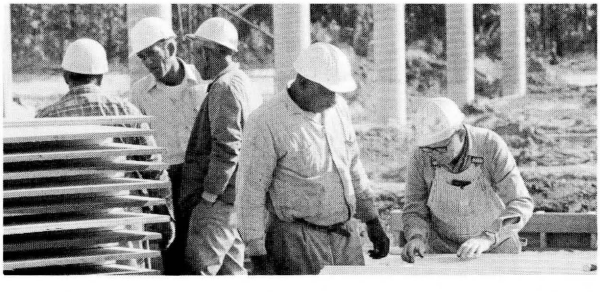
Year 1

• Quantitative Methods	5 hours
• MAR 321 — Principles of Production, Marketing and Logistics	5 hours
• TRL 352 — Management of Production, Marketing and Logistics	5 hours
• FIM 311 — Financial Management	5 hours
• MAN 312 — Administrative Management	5 hours
• Computer Language	2 hours
• LEC 310 — Land Economics	5 hours
• LEC 320 — Financial Aspects of Land Economics	5 hours
• LEC 330 — Legal Aspects of Land Economics	5 hours
• Elective	3 hours
	45 hours

Year 2

• MAN 482 — Business Policy	5 hours
• Social-Psychological Aspects of Management	5 hours
• Economics Course	5 hours
• LEC 420 — Real Estate Management	5 hours
• LEC 430 — Real Property Valuation	5 hours
or	
LEC 440 — Urban Land Use and Regional Planning	
• Elective from Accounting, Finance, Marketing or Insurance	5 hours
• Electives	15 hours
	45 hours





Department of Management, Marketing and Business Law

Frank S. McLaughlin, *Chairman*

The Major in Management

The Management major is designed for students interested in the fields of business, manufacturing, and other types of organizational management. The curriculum has been developed to include a combination of business, technical, behavioral and Venture Studies courses in order to prepare the student for employment in a business organization.

Students who choose Management as their area of concentration must satisfy all requirements for the BBA degree. As a part of the BBA degree program, these students must satisfy the Management major requirement and a contextual studies requirement.

A maximum of 30 hours of course work in Management, excluding courses required of all BBA candidates, will be counted toward satisfying degree requirements.

The requirements for a major in Management are:

1. *The following courses in the major:*
   - MAN 412 — Personnel Management..... 5 hours
   - MAN 422 — Organization Theory..... 5 hours
   - MAN 464 — Introduction to Management Science. 5 hours
   - MAN 482 — Business Policy..... 5 hours
   - Five additional hours selected from 400 level Management courses or Social-Psychological Aspects of Management or MAR 451 — Retail Management..... 5 hours

   25 hours

2. *The following contextual courses:*
   - ACC 401 — Management Control..... 5 hours
   - ECO 303 — Managerial Economics..... 5 hours
   - Five additional quarter hours of course work selected from the College of Business Administration ..... 5 hours

   15 hours

The following two-year program at UNF is recommended, recognizing that specific student needs may require variations.

Year 1

• Quantitative Methods for Business Decisions	5 hours
• MAR 321 — Principles of Production Marketing and Logistics	5 hours
• TRL 352 — Management of Production, Marketing and Logistics	5 hours
• MAN 312 — Administrative Management	5 hours
• FIM 311 — Financial Management	5 hours
• MAN 412 — Personnel Management	5 hours
• Computer Language	2 hours
• Business Elective	5 hours
• Venture Studies Elective	5 hours
• Elective	3 hours
	45 hours

Year 2

• MAN 422 — Organization Theory	5 hours
• MAN 464 — Introduction to Management Science	5 hours
• MAN 482 — Business Policy	5 hours
• ACC 401 — Management Control	5 hours
• ECO 303 — Managerial Economics	5 hours
• Social-Psychological Aspects of Management	5 hours
• Management Elective	5 hours
• Venture Studies Elective	5 hours
• Elective	5 hours
	45 hours

The Major in Marketing

The Marketing major is designed for students interested in the marketing of consumer and industrial goods. The curriculum has been developed to include course work in the marketing functions of manufacturers, wholesalers and retailers. It also includes behavioral, technical and Venture Studies courses in order to prepare the student for a marketing management career.

Students who choose Marketing as their area of concentration must satisfy all requirements for the BBA degree. As a part of these requirements, Marketing students must satisfy the Marketing concentration requirement and a contextual studies requirement. A maximum of 25 hours of Marketing, excluding Marketing courses required of all BBA candidates, will be counted toward satisfying degree requirements.

The requirements for a major in Marketing are:

1. *The following courses in the major:*
   - MAR 421 — Marketing Research and Information ..... 5 hours
   - MAR 431 — Marketing Communications ..... 5 hours
   - MAR 441 — Marketing Management ..... 5 hours
   - Five additional hours selected from 400 level Marketing courses ..... 5 hours

   20 hours
2. *The following contextual courses:*
   - TRL 333 — Logistics Subsystems ..... 5 hours
   - ECO 380 — Business and Economic Statistics ..... 5 hours
   - MAN 482 — Business Policy ..... 5 hours
   - Five additional hours selected from course offerings in the College of Business Administration ..... 5 hours

   20 hours

The following two-year program at UNF is recommended, recognizing that specific student needs may require variations.

Year 1

- Quantitative Methods for Business Decisions ..... 5 hours
- MAR 321 — Principles of Production, Marketing and Logistics ..... 5 hours
- TRL 352 — Management of Production, Marketing and Logistics ..... 5 hours
- MAN 312 — Administrative Management ..... 5 hours
- FIM 311 — Financial Management ..... 5 hours
- Computer Language ..... 2 hours
- MAR 431 — Marketing Communications ..... 5 hours
- Business Elective ..... 5 hours
- Venture Studies Elective ..... 5 hours
- Elective ..... 3 hours

45 hours

Year 2

- MAR 421 — Marketing Research ..... 5 hours
- MAR 441 — Marketing Management ..... 5 hours
- MAN 482 — Business Policy ..... 5 hours
- TRL 333 — Logistics Subsystems ..... 5 hours
- ECO 380 — Business and Economic Statistics ..... 5 hours
- Social-Psychological Aspects of Management ..... 5 hours
- Marketing Elective ..... 5 hours
- Venture Studies Elective ..... 5 hours
- Elective ..... 5 hours

45 hours

Business Law

Courses in Business Law are provided to support other disciplines in the University. These courses are designed to increase the student's knowledge in areas such as legal environment of business, personal law, legal justice, as well as the traditional business law. There is no degree program in Business Law.

Department of Transportation and Logistics

Warren Rose, *Chairman*

Logistics is the systems management of the physical flow of goods from initial procurement to final distribution. Transportation is a part of that system as well as a part of economics relating to public policy and mobility.

The purpose of the program is to educate students in transportation and logistics terminology, theories and techniques in order that they may

1. identify the integrative and systemic aspects of transportation and logistics as related to the functional activities of the firm, suppliers, customers and the public;
2. design, control and evaluate transportation and logistics systems; and
3. apply analytical tools and decision-making techniques to transportation and logistics problems.

Both the private and public sectors of an economy offer exciting positions to persons pursuing the Transportation and Logistics course of study. Career opportunities in public service include: urban planning, mass transit, carrier regulation, economic analysis and the management of public transport facilities. The private sector offers challenging assignments in carrier operations and management, traffic management, inventory control, warehousing, scheduling and distribution analysis.

The general requirements for a major in Transportation are:

1. *The general requirements of the College of Business Administration*
2. *The following courses in the major:*
   - TRL 353 — Transportation Economics ..... 5 hours
   - TRL 354 — Logistics Systems Design and Control ..... 5 hours
   - TRL 451 — Applied Logistics Management or TRL 455 — Applied Carrier Management ..... 5 hours
   - Two elective courses from TRL offerings ..... 10 hours

   25 hours

3. *The following contextual courses:*
   - ACC 402 — Management Control — Cost Analysis and Control..... 5 hours
   - MAR 441 — Marketing Management..... 5 hours
   - One other business or economics elective not from TRL group..... 5 hours

   15 hours

The following two-year program at UNF is recommended, realizing that specific student needs may require variations:

Year 1

- MAR 321 — Principles of Production, Marketing and Logistics..... 5 hours
- TRL 352 — Management of Production, Marketing and Logistics..... 5 hours
- Quantitative Methods for Business Decisions..... 5 hours
- TRL 353 — Transportation Economics..... 5 hours
- ACC 402 — Management Control — Cost Analysis and Control..... 5 hours
- FIM 311 — Financial Management..... 5 hours
- MAN 312 — Administrative Management..... 5 hours
- Computer Language..... 2 hours
- Elective from TRL..... 5 hours
- Elective from contextual segment ..... 3 hours

  45 hours

Year 2

- Social-Psychological Aspects of Management..... 5 hours
- TRL 354 — Logistics System Design and Control..... 5 hours
- TRL 451 — Applied Logistics Management or TRL 455 — Applied Carrier Management } 5 hours
- MAN 482 — Business Policy..... 5 hours
- MAR 441 — Marketing Management..... 5 hours
- Elective from TRL..... 5 hours
- Elective from Business Administration other than TRL..... 5 hours
- Elective from Fine Arts..... 5 hours
- Elective from Languages and Literature..... 5 hours

  45 hours

The Master of Business Administration Degree Program

The MBA degree — General

The Master of Business Administration program is designed to develop an understanding of the scientific method as applied to business. It seeks to develop the skills that are needed for successful careers as managers of business enterprises.

The program is designed to bring a breadth of background into focus in terms of business policy formulation. The important concept is that the business executive needs the broad perspective in order to bring into view all relevant facets bearing on a policy decision. Such breadth is a basic essential in the character of the graduate program.

The objectives are realized by emphasizing policy formulation and the interrelationships of business subjects. The program involves an exposure to tool areas, intensive work in certain functional business areas, and training in the principles of decision-making. The MBA program is divided into two parts. One part is devoted to basic introduction to both the tool and functional areas. The other part brings in the integrative and policy formulation aspects.

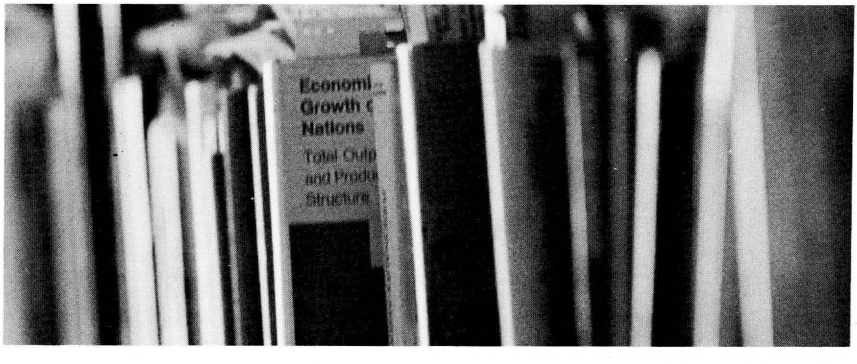
Part I

Part I of the MBA curriculum consists of a set of subjects that are considered by the College of Business Administration faculty as foundation for regular graduate study in business. The credit hours of this component amount to 30 hours.

Foundation Subject Matter Areas

Principles of Accounting (ACC 501)
Principles of Economics (ECO 501)
Law and Legal Environment (BUL 586)
Management of Production, Marketing and Logistics (TRL 551)
Behavior and Administration Organization (MAN 512)
Quantitative Methods

A student whose academic background or business experience indicates satisfactory exposure to the principles in the above subject-matter areas need not take the foundation course(s) at the University of North Florida. A student whose educational or employment experience does not encompass coverage of one or more of the subject-matter areas will be required to take appropriate foundation courses at the University of North Florida or elsewhere. A student who has graduated from an accredited school of business will have been exposed to all the foundation areas and may be admitted to the regular program (Part II).

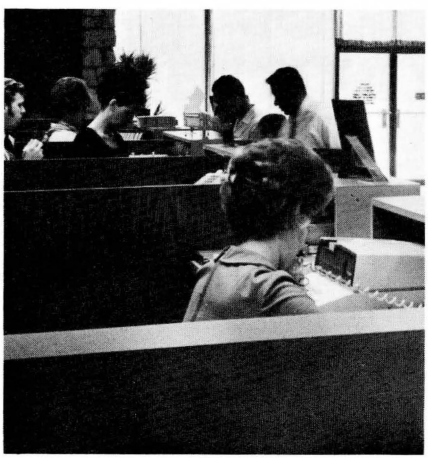


Part II

Part II of the MBA program is a 60-hour component. It is comprised of a rather set group of courses with a minimum degree of election permitted the individual student. The courses in this segment develop the student's understanding of the business process at an advanced level as well as giving him practice in decision-making. The student wishing to devote more attention to any area may do so by the use of his ten hours of electives.

The courses in the program are as follows:

ACC 601 Advanced Management Control — Financial Accounting
ECO 601 Economics for Business Decisions
ECO 683 Statistical Analysis for Business and Economics
FIM 611 Advanced Financial Management



MAN 674 Business Communications and Information
MAN 682 Advanced Business Policy
MAR 643 Marketing Management and Institutions
TRL 651 Operations Management
A second course in either Managerial Accounting or Quantitative Methods. (Students concentrating in Accounting will select Managerial Accounting ACC 602 or ACC 603).
Ten hours of electives

The MBA degree — Accounting Concentration

While an MBA program is generally construed to be a broad general management study, it is desirable to recognize that many advanced students have determined their specific career objectives. A large number choose accounting and financial management. To meet this need, the College of Business Administration at UNF allows MBA candidates to take elective courses in the field of management accounting and/or financial management. This concentration is not intended to prepare CPA candidates, as one would expect in the typical MS or MA in Accounting; but it will provide sufficient depth for students seeking to become more proficient financial and accounting managers in business.

The accounting concentration offers two tracks for the student to follow. Within the concentration other alternatives can be undertaken with approval of the faculty advisor and the department chairman.

Track I is for the student who does not have an undergraduate accounting major but who has need for the additional courses for career objectives.

Track I (in addition to the required course ACC 601)

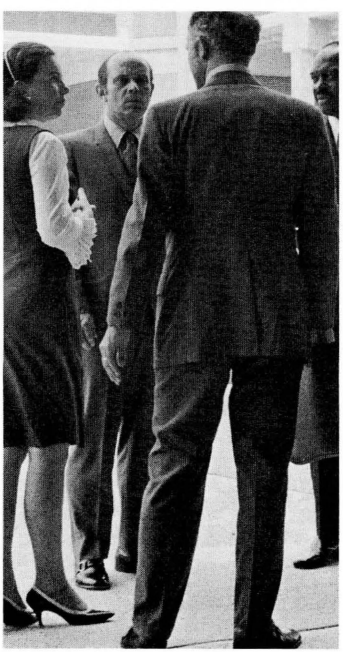
1) ACC 602 Advanced Management Control — Cost Analysis
2) ACC 603 Advanced Management Control — Accounting for Policy Decisions
3) ACC 607 Tax Problems in Accounting
   or
   ACC 691 Advanced Seminar in Accounting Problems

Track II is for students who majored in accounting as undergraduates and who need to expand their knowledge into financial management in preparation for such positions as treasurer, controller, or financial vice-president.

Track II (in addition to the required course ACC 601)

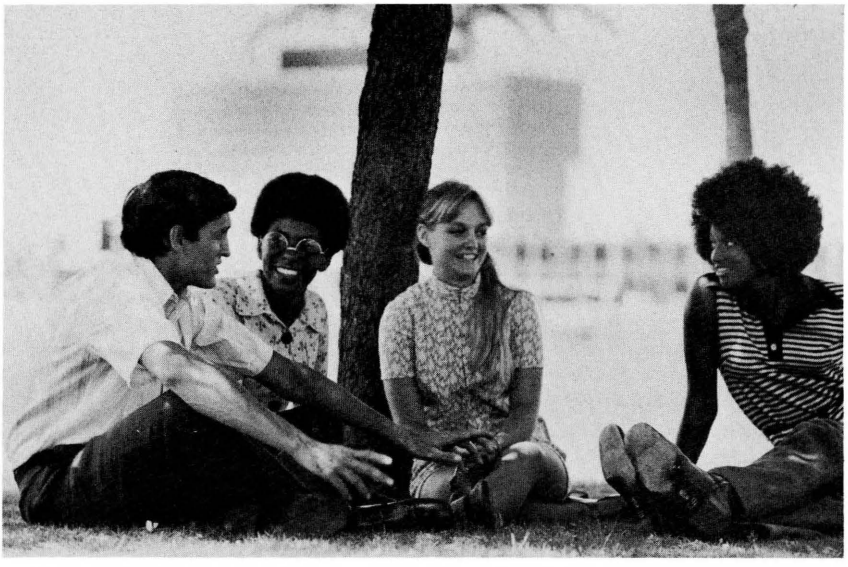
1) ACC 602 Advanced Management Control — Cost Analysis
   or
   ACC 603 Advanced Management Control — Accounting for Policy Decisions
2) FIM 615 Advanced Financial Management
3) One of the following:
   FIM 616 Management of Financial Instruments
   FIN 600 Structure of the Money and Capital Markets
   FIN 620 Investments

College of Education



The College of Education has as its mission the preparation of educational leaders who can systematically design, implement and continually evaluate and revise instructional programs. The College faculty is dedicated to exemplifying this type of instructional behavior in the teacher education program. Emphasis is placed on special application of theory to practice, using primarily the schools in the University's geographical area as laboratories for learning.

Ellis F. White, *Dean*



Andrew A. Robinson, *Assistant Dean*

The undergraduate degree programs in Elementary Education, Health and Physical Education, Vocational and Technical Education and Secondary Education specializations in Art, Economics, English, History, Mathematics, Music, Biology, Chemistry, Physics and Psychology begin in 1972. Graduate programs leading to the Master of Education degree in Administration and Supervision, Elementary Education and secondary specializations in English, Mathematics, Science and Social Studies also begin in 1972.

Additional graduate programs in Counseling and Guidance, Health and Physical Education, Special Education, Vocational and Technical Education will be offered in 1973.

Student teaching courses will be deferred until 1973-74.

The programs leading to the Bachelor of Arts in Education degree have as their primary objective the preparation of educators with broad foundations of observable, measurable competencies that contribute to their personal and professional growth. These competencies should enable the educators to assist learners to realize their full potential in ways which are meaningful and satisfying to the learners and which lead them to effective participation as members of society. Educators must:

1. Utilize a systems approach. This means that they continually test and evaluate whether they are accomplishing their instructional goals. They base their educational activities on learning principles which can be supported by research, by feedback evidence from students and by scholarly consensus. This consensus must be in harmony with the goals of the school and the needs of society.
2. Relate to students in a manner consistent with a democratic philosophy of life.
3. Make an effective, constructive and reasoned contribution to their profession and the society in which they live.

Programs are offered in the following areas:

1. Elementary Education
2. Health and Physical Education
3. Secondary specializations in selected majors offered in the College of Arts and Sciences
4. Vocational and Technical Education

Admission Requirements

Applicants must meet minimal requirements for admission to undergraduate programs as established by the State University System and the University of North Florida. All programs presuppose that students will have had one course in psychology. (Secondary majors see prerequisite requirements for area of specialization in College of Arts and Sciences.)

Course Work Requirements

Requirements for the Bachelor of Arts in Education degree are as follows:

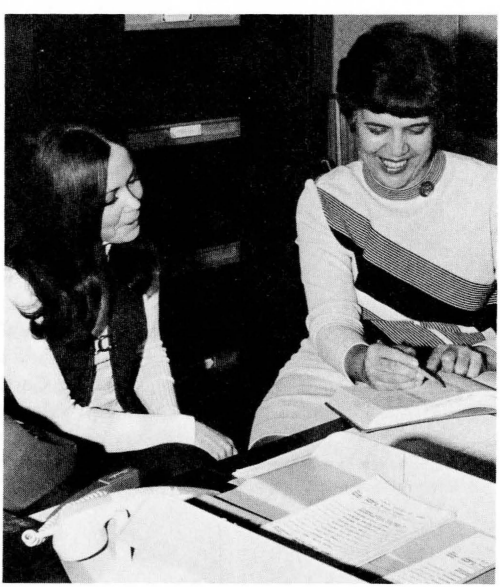
1. Completion of a minimum of 180 quarter hours of which 90 quarter hours must be taken at the upper division level.
2. Completion of the last 45 hours in the degree program in residence at the University of North Florida.

Transfer of Credit

See University regulations. Students may have course work requirements waived if they already possess the competencies established by terminal performance criteria for a component. The student receives no credit for such a course, and the student is expected to substitute course work to strengthen another area.

Teaching Certification

Students who complete undergraduate programs in the College of Education shall meet academic and experience requirements for the regular Rank III State of Florida teacher's certificate in their specialization.



Summary of Prerequisites by Major

Department	Prerequisite Courses	Number of Semesters
Elementary Education	Psychology	One
Secondary Education	Psychology	One
	See Arts and Sciences for prerequisites for specialization	
Health and Physical Education:		
Health	Psychology	One
	Natural Sciences — one of which must be Biological Science	Two
	*First Aid Laboratory	One
Physical Education	Psychology	One
	*Sports Officiating	One
	*First Aid Laboratory or Anatomy and Physiology	One
Vocational and Technical Education:		
Vocational-Technical	Psychology	One
	College Mathematics	One
	Physicial Science	One
	Related Work Experience	Variable number of months
Distributive Education	Psychology	One
	College Mathematics	One
	Principles of Economics	One
	Related Work Experience	Variable number of months
Administration and Supervision	Regular Florida Rank III Teaching Certificate or its equivalent	
	†Behavioral Sciences	
	Teaching Experience	Variable — Six Semesters required for program completion
Elementary Education	Regular Florida Rank III Teaching Certificate or its equivalent.	
	†Behavioral Sciences	
Secondary Education	Regular Florida Rank III Teaching Certificate or its equivalent	
	†Behavioral Sciences	

*Must be taken in addition to regular program requirements if not taken during the first two years.
†Behavioral Science Component of EDU 600 may count as one of these.

Department of Elementary Education

Nell D. Kannwischer, *Chairman*

The Department of Elementary Education has as its objective the development of specified competencies needed for effective classroom performance. Laboratory and field experiences of increasing complexity are correlated with theoretical components to provide opportunities to apply information gathered in the program. Instructional techniques used by department faculty will be those methods which students are expected to learn.

Course Requirements

Students are expected to complete the following requirements:

1. Broad Professional Preparation
   - Introduction to Education ..... 5 hours
   - Methods and Curriculum I: Elementary Education ..... 5 hours
   - Human Development ..... 5 hours
   - Materials and Technology: Their Use and Evaluation in Instructional Systems ..... 5 hours
2. Specialized Academic Areas
   - Communicative Processes: Language Arts, Reading, Mathematics, Art, Music and Motion ..... 25 hours
   - Environmental Studies: Science and Social Studies ..... 10 hours
   - Health, Safety and Physical Education ..... 5 hours
   - A study of elementary school health, safety and physical education program and health-related problems.
3. Field Experiences
   - Practicum I: Junior Year ..... 5 hours
   - Practicum II: Internship ..... 10 hours
4. Area of Concentration — Arts and Sciences ..... 15 hours

Elementary education majors will be expected to complete all of the above experiences.

5. Optional Courses in Elementary Education
   - Literature for Children ..... 5 hours
   - Early Childhood Education I ..... 5 hours
   - Early Childhood Education II ..... 5 hours
   - Individual Investigation and Study ..... 2-5 hours

Sample Program

Junior Year

- Introduction to Education ..... 5 hours
- Human Development ..... 5 hours
- Methods and Curriculum I: Elementary Education ..... 5 hours
- Communicative Processes: Language Arts ..... 5 hours
- Communicative Processes: Mathematics ..... 5 hours
- Communicative Processes: Reading ..... 5 hours
- Environmental Studies I: Science ..... 5 hours
- Environmental Studies II: Social Studies ..... 5 hours
- Practicum I: Junior Year ..... 5 hours

Senior Year

Communicative Processes: Art	5 hours
Health, Safety and Physical Education in the Elementary School	5 hours
Communicative Processes: Music and Motion	5 hours
Materials and Technology: Their Evaluation and Use in Instructional Systems	5 hours
Academic Concentration: Electives	15 hours
Practicum II: Internship	10 hours

Department of Health and Physical Education

Jack R. Netcher, *Chairman*

Teachers in Health and Physical Education are much more than dispensers of information. They are concerned about human beings, and their hopes, aspirations, and dreams — for now and in the future — for themselves, their families, their communities, and the whole society. An institutional system promises to free the teacher from the conditioned role of information-purveyor and thus permit him to go about the real goal of education — that of humanizing individuals.

The task then is to provide all students enrolled in Health and Physical Education the education an exceptional teacher provides for a few.

The Instructional Systems Approach used by the College is a learner-centered model of instruction. It is a self-adjustive performance system based specifically on the pre-definition of:

1. The content and processes to be learned.
2. The required levels of terminal or final proficiency to be achieved by the learners.
3. The most appropriate sequence of instructional steps for learners to insure their success on each progressive step leading to the attainment of the pre-stated terminal performance objective.

The Bachelor of Arts in Education degree offered by the Department of Health and Physical Education is designed for those students planning to teach or to function as administrators, performers, researchers or workers in community agencies.

The student will have an opportunity to select one of three options:

1. Health-Science major
   A specialization minimum of 40 hours must be taken in the field of Health-Science or Biological Science.
2. Physical Education major
   A specialization minimum of 40 hours must be taken in the field of Physical Education.
3. Combination of Health-Science and Physical Education
   A specialization minimum of 30 hours must be taken in Health Science and 40 hours in Physical Education.

Professional education courses required of all students are as follows:

Introduction to Education	5 hours
General Methods and Curriculum I	5 hours
General Methods and Curriculum II	5 hours
Human Development	5 hours
Special Methods	5 hours
Internship	10 hours

Sample Program in Health-Science

Junior Year

Health: Issues, Trends and Problems	5 hours
Community Health Organization	5 hours
Public Health Education	5 hours
General Methods in Curriculum I	5 hours
Introduction to Education	5 hours
Human Development	5 hours
*Natural Sciences	10 hours
Electives	5 hours

Senior Year

Organization and Administration of School Health Education	5 hours
Special Methods	5 hours
Internship	10 hours
General Methods in Curriculum II	10 hours
†Natural Sciences	10 hours
Electives	10 hours

*Prerequisite: One course in Biological Science. First Aid Laboratory (3) must be taken additionally if it was not taken during the first two years.

†Selection from Bacteriology, Chemistry, Anatomy, Physiology or Epidemiology.

Sample Program in Physical Education

Junior Year

General Methods in Curriculum I	5 hours
Scope of Physical Education	5 hours
Kinesiology Laboratory	5 hours
Applied Kinesthesis Laboratory I	5 hours
Applied Kinesthesis Laboratory II	5 hours
Adaptive Physical Education	5 hours
Introduction to Education	5 hours
Human Development	5 hours
Electives	5 hours

Senior Year

Recreation for Leisure	5 hours
Sports Science	5 hours
Measurement and Evaluation Laboratory	5 hours
Organization and Management Skills in Physical Education	5 hours
Special Methods	5 hours
Internship	10 hours
General Methods in Curriculum II	5 hours
Electives	5 hours

*Sports Officiating, First Aid Laboratory or Anatomy and Physiology are courses prerequisite to the program and must be taken additionally if they were not taken during the first two years.

Department of Secondary Education

Richard J. McArdle, *Chairman*

The purpose of the undergraduate program in the Department of Secondary Education is to carry out the goals of the College of Education as they specifically relate to the preparation of teachers for grades seven through twelve (7-12).

Persons seeking certification to teach in secondary schools should follow the prescribed admission requirements for the College of Education. In addition to this, they should complete the requirements for a major in the field they choose to teach through the College of Arts and Sciences. Students are urged to confer with their advisor in the College of Education about the selection of a second teaching field which meets the minimum Florida certification requirements.

Professional education courses required of all students are as follows:

Introduction to Education	5 hours
General Methods and Curriculum I	5 hours
General Methods and Curriculum II	5 hours
Human Development	5 hours
Special Methods	5 hours
Internship	10 hours

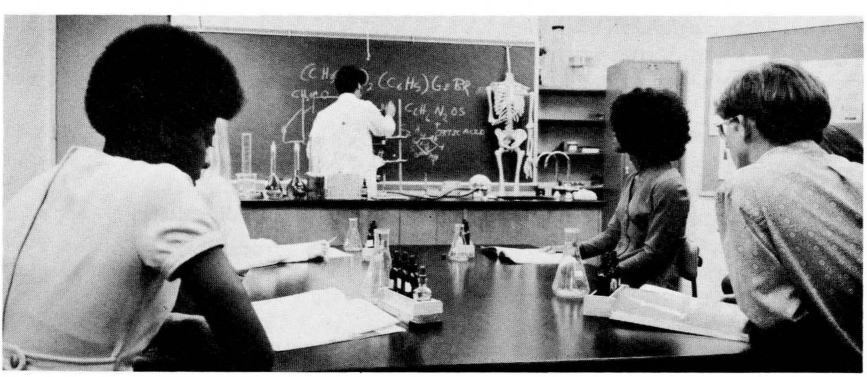
Sample Program

Junior Year

Academic Major	20 hours
Introduction to Education	5 hours
Human Development	5 hours
General Methods and Curriculum I	5 hours
Electives, second teaching field	10 hours

Senior Year

Academic Major	15-20 hours
General Methods and Curriculum II	5 hours
Special Methods	5 hours
Internship	10 hours
Electives, second teaching field	10 hours



Department of Vocational and Technical Education

Samuel E. Russell, *Chairman*

This department has as its main objective the development of educators in the broad field of industrial education with particular emphasis upon Vocational and Technical Education. It is especially responsible for planning and implementing functional programs in Vocational-Technical Education for leaders in industrial education.

The Department of Vocational and Technical Education provides the professional training and the coordinating services necessary for the other professional and technical experiences required by both pre-service and in-service teachers.

The program offered by the department leads to the Bachelor of Arts in Education degree and provides for fulfilling the State of Florida requirements for teacher certification, with a major in Vocational-Industrial (Trade and Industrial), Technical Education, and Distributive Education. In addition, the program provides for fulfilling Florida teacher certification requirements in the following competency areas:

1. Distributive Education
2. Vocational Office Education
3. Industrial Education Coordination

Vocational-Industrial and Technical Education

This program requires satisfactory completion of the general education requirements for the Associate of Arts degree or its equivalent. (See University admissions information for alternative ways of meeting this requirement.) Students are advised to include a laboratory course in the Physical Sciences in their program. Students must also present evidence of the satisfactory completion of a Vocational or Technical major such as Electronics Technology or Drafting and Design Technology.

In addition, the following experience modules are required (minimum of 90 hours):

Principles of Vocational Education	5 hours
Course Organization	5 hours
Shop and Laboratory Organization, Management and Safety	5 hours
Methods of Teaching Industrial Subjects	5 hours
Seminar in Vocational-Technical Education	5 hours
Internship	10 hours
Introduction to Education	5 hours
General Methods and Curriculum I and II	10 hours
Human Development	5 hours
Vocational-Technical Education Elective	5 hours
Arts and Sciences (a minor concentration)	15 hours
Electives	15 hours

Special Emphases in the Program

Experiences are offered to provide educators the opportunity to pursue further professional development and qualify for certification in the following areas:

1. Vocational Office Occupations
   - Principles of Vocational Education ..... 5 hours
   - Organization and Coordination of Cooperative Vocational Education ..... 5 hours
   - Related Instruction for Cooperative Vocational Students..... 5 hours
2. Industrial Education Coordination
   - Administration of Local Vocational Programs..... 5 hours
   - Supervision and Coordination of Day Vocational Programs.... 5 hours
   - Supervision and Coordination of Evening Vocational Programs 5 hours
   - Employer-Employee Relations ..... 5 hours

Electives and Special Experiences

- Testing and Evaluation in Vocational Education ..... 5 hours
- Effective Use of Vocational Teaching Aids ..... 5 hours
- Selection and Guidance of Vocational Students..... 5 hours
- Materials and Methods in Adult Education..... 5 hours
- History and Philosophy of Technical Education..... 5 hours
- Technical Facilities Planning ..... 5 hours
- Individual Directed Study of Local Problems, I, II, III, IV..... 5 hours
- Problems in Vocational-Technical Education ..... 5 hours
- Introduction to Vocational Teaching ..... 5 hours

Certification Requirements

In order to qualify for certification to teach a vocational-technical occupation in Florida, individuals graduating with a four-year degree from an institution of higher learning also must have completed a minimum of two years work experience in the occupation that they are qualifying to teach. This work experience must come after the individual's initial period of formal vocational or technical training. This requirement is in addition to general requirements for teacher certification.

Since part-time work experience is acceptable, a student who has a year of work experience in his specialty and is currently employed in that specialty has a reasonable chance of meeting certification requirements before completing requirements for graduation.

Distributive Education

Vocational Distributive Education is a program of instruction in marketing, merchandising and management at senior high school and junior college levels. The program is concerned with the education needed for purposes of updating and upgrading skills related to career development and operational management. It has as its primary objective the development of teacher-coordinators and teachers in distributive education. It requires satisfactory completion of the general education requirements for the Associate of Arts degree, or equivalent. (See University admission requirements.) Students must also have two years

of work experience under competitive employment conditions in distributive occupational fields. Students who have met part of the occupational requirements may be permitted to enroll provided they make satisfactory arrangements to meet these requirements before graduation.

Students should complete a Principles of Economics course and a college mathematics course, including Algebra, in the lower division before enrolling in this program to work toward the degree.

Following is a typical upper-division curriculum:

Junior Year

Economics Elective (Approved)	5 hours
Administrative Management	5 hours
Marketing Elective (Approved)	5 hours
Principles of Vocational Education	5 hours
Methods in Distributive Education	5 hours
Organization and Coordination of Distributive Education	5 hours
Introduction to Education	5 hours
Human Development	5 hours
Electives*	5 hours

Senior Year

Accounting Elective (Approved)	5 hours
Principles of Production, Marketing and Logistics	5 hours
Personnel Management	5 hours
Retail Management	5 hours
General Methods and Curriculum I and II	10 hours
Elective*	5 hours
Internship	10 hours

*Where necessary and approved, students may use these hours in Directed Experience in Distribution.

Minor Concentrations in Arts and Sciences and Other Electives

Vocational-Industrial and Technical Education: These students should complete five hours in each of three of the four following areas: (1) Mathematics and Natural Sciences; (2) Social Sciences; (3) Languages and Literature; (4) Fine Arts. The remaining minimum of 15 hours should be taken in approved electives which will broaden the student's education and, in combination with work already completed, contribute to a minor area of concentration.

Students are reminded that electives in this area of the curriculum may also serve to complete general requirements for teacher certification.

Distributive Education: Students should complete five to ten quarter hours in each of one or two of the Arts and Sciences areas listed above. In addition, they should complete 20 to 25 quarter hours in approved Business Administration electives.

These students are also reminded that electives in this area of the curriculum may also serve to complete general requirements for teacher certification.

Requirements for a Vocational-Technical Education Major for Students without an Associate of Arts degree.

General Education

English Composition	9 hours	
Speech	3 hours	
Mathematics, including Algebra	9 hours	
Science		
Biology 4½ and Physical Science 4½ or Physical Science*	9 hours	
Human Adjustment		
Psychology, Health, Physical Education, Logic, Religion	9 hours	
*Laboratory courses recommended.		
Social Science		
Credit in at least two areas, e.g., History and Economics	9 hours	
Humanities and Applied Arts	9 hours	
Technical Specialty	33 hours	
Total Transfer Credits		90 hours

Upper Division Credit

Arts and Sciences (Minor Concentration)	15 hours	
Approved Electives: (Student must complete 12 more hours of general course work.)	15 hours	
Professional Education		
Principles of Vocational Education	5 hours	
System and Course Organization	5 hours	
Shop and Laboratory Organization, Management and Safety	5 hours	
Teaching Vocational-Technical Subjects	5 hours	
Electives	5 hours	
Vocational and Technical Education Seminar	5 hours	
Introduction to Education	5 hours	
Human Development	5 hours	
General Methods and Curriculum I and II	10 hours	
Internship	10 hours	
Total Upper-Division Credits		90 hours

Sample Upper Division Program

Junior Year

Principles of Vocational Education	5 hours	
System and Course Organization	5 hours	
Shop/Laboratory Organization, Management and Safety System Approach	5 hours	
Vocational-Technical Education Elective	5 hours	
Electives in Arts and Sciences	15 hours	
Introduction to Education	5 hours	
Human Development	5 hours	
		45 hours

Senior Year

Teaching Vocational-Technical Subjects	5 hours	
Seminar in Vocational-Technical Education	5 hours	
Electives	15 hours	
General Methods and Curriculum I and II	10 hours	
Internship	10 hours	
		45 hours

The Master of Education Degree Program

The programs leading to the Master of Education degree have as their primary objective the preparation of educators with demonstrated competencies, including the ability to utilize a closed-loop systems model in educational management and curriculum development. Descriptions of course work requirements are stated in traditional terms, and intermediate and terminal performance objectives are established for the competencies listed under a course title. When a student achieves the specified performance objectives, he has satisfied the course requirements.

Programs in the following areas are to be offered:

1. Administration and Supervision
2. Elementary Education
3. Secondary Education: English, Science, Mathematics, Social Studies.

Component Cores

Each program consists of a minimum of 50 hours with at least ten hours selected from each of three component cores.

Core I Common Professional Competencies	10-20 hours	
Advanced Educational Psychology (Prerequisite: three courses in Behavioral Sciences)	5 hours	
General Educational Competencies	5-15 hours	
Modular, individualized components covering identified general competencies in the areas of foundations, interpersonal and group processes, evaluation, research, curriculum and instructional techniques.		
		20-40 hours

Core II Specialized Professional Competencies .....10-20 hours
(To be selected with the assistance of advisors.)
Core III Supportive Cognate Areas.....10-25 hours
(To be selected with the assistance of advisors.)

Each student will be expected to demonstrate satisfactory performance in all elements of the common component, Core I. Those students who demonstrate the specified level of competency in one or more of the areas represented in Core I, may have those segments waived and substitute work which will meet their needs.

Although minimum requirements for the degree programs have been established for Core II and Core III, actual requirements differ in each of the departments. Wherever possible, flexibility has been maintained. Individual programs of studies are developed in terms of the student's pre-assessed competency level and his career goal.

Admission Requirements (See Page 12)

Academic Advisement

Upon admission to the program, a student will be assigned an academic advisor by the department chairman. It will be the responsibility of this advisor:

1. To form a master's committee with the student's cooperation. This committee will include two other professors representing various fields in the student's area of interest who will advise the student as needed. The committee will be approved by the chairman of the department and the Dean of the College of Education.
2. To formulate a tentative program of studies with input from the student and other committee members. This program shall be submitted to the chairman of the department for his approval.
3. To coordinate and manage, with other members of the advisory committee, the final assessment of the student for completion of the program and to report such results to (a) the department chairman, (b) the Dean of the College of Education, and (c) the Registrar.

If a member should withdraw from the committee, the major advisor shall appoint another member, with the approval of the chairman of the department and the Dean of the College of Education. If the major advisor should withdraw, the chairman of the department shall appoint his replacement who shall then be approved by the Dean of the College of Education.

Course Work Requirement

A minimum of 50 hours must be included in the planned graduate program. No less than 60 percent of the total graduate hours must be at the 600 level. At least one half of the work must be taken in the College of Education.

Lapsed Time

All requirements for the degree must be completed within five years of the initiation of the program.

Transfer of Credit

Acceptance of transferred credit for the master's degree is left to the discretion of the department chairman with the approval of the Dean of the College of Education. No more than nine hours may be accepted. Such work must have been completed at an institution which offers a master's degree and which is accredited by the regional accrediting association and/or approved by the Florida Department of Education for graduate level teacher training.

Residence Requirement

All study at the University will be considered residence study because of the institution's urban setting and population.

Assessment Procedures for Program Completion

1. Final assessment should be in terms of the stated terminal objectives of the program.
2. Students who fail to achieve terminal performance criteria in any one of the three core areas may ask for a re-examination after a time lapse of at least one quarter. Re-examination becomes possible when students present evidence that they have made efforts to remediate areas of deficiency, i.e., completion of appropriate course work, individual programmed modules, or mediated instruction.

Teaching Certification

Upon completion of the program, a student must have met academic and teaching experience requirements for a standard Rank II Florida teacher's certificate.

Department of Administration and Supervision

Andrew A. Robinson, *Chairman*

The program for the Master of Education degree in the area of Educational Administration and Supervision is designed to produce leaders in the use of a systems approach in the planning, implementing and evaluation of educational programs including learner-oriented and non learner-oriented operations. Leadership at the building level is emphasized; however, experience in the program will assist individuals to perform effectively in other administrative and supervisory assignments.

Candidates for the degree in Administration and Supervision must have at least three years teaching experience.

The program consists of at least 50 quarter hours from three components and allows opportunities for at least two major concentrations: Elementary School Administration and Supervision and Secondary School Administration and Supervision.

Sample Degree Program — Elementary School Administration and Supervision

Core I Common Professional Competencies.....10-20 hours
Advanced Educational Psychology..... 5 hours
(Prerequisite: three courses in Behavioral Sciences)
General Education Competencies..... 5-15 hours
Modular, individual components covering identified general competencies in the areas of foundations, interpersonal and group processes, evaluation, research, curriculum and instructional techniques.

Core I 20-40 hours

Core II Specialized Professional Competencies
Introduction to Education Administration..... 5 hours
Elementary School Administration..... 5 hours
Supervision of Instruction..... 5 hours
Electives*

Core II At Least 15 hours

Core III Supportive Cognate Areas
The Elementary School Program..... 5 hours
Electives*

Core III 5 hours

Total 40-60 hours

Sample Degree Program — Secondary School Administration and Supervision

Core I Common Professional Competencies.....10-20 hours
Advanced Educational Psychology
(Prerequisite: three courses in Behavioral Sciences)
General Educational Competencies..... 5-15 hours
Modular, individual components covering identified general competencies in the areas of foundation, interpersonal and group processes, evaluation, research, curriculum and instructional techniques.
Core II Specialized Professional Competencies
Introduction to Educational Administration..... 5 hours
Secondary School Administration..... 5 hours
Supervision of Instruction..... 5 hours
Electives*
The Secondary School Program..... 5 hours
Electives*

Total 40-60 hours

*To be selected in consultation with advisor.

Each student will be provided individualized program counseling. Options may be arranged under this organization such as the addition of vocational education to a degree program or the expansion of a program to a general (grades 1 through 12) competency.

Elementary Education – Graduate

Nell D. Kannwischer, *Chairman*

The program for the Master of Education in Elementary Education is designed to provide higher order competencies needed for personal and professional growth. This goal is achieved through a performance-based program emphasizing individualized instruction, the use of innovative materials and the application of theoretical concepts in laboratory and clinical experiences.

The Master of Education program in Elementary Education consists of a minimum of 50 hours selected from the three major areas.

Master of Education in Elementary Education

Sample Program

Core I Common Professional Competencies.....10-20 hours
Advanced Educational Psychology..... 5 hours
(Prerequisite: three courses in Behavioral Sciences)
General Educational Competencies..... 5-15 hours
Modular, individualized components covering identified general competencies in the areas of foundations, interpersonal and group processes, evaluation, research, curriculum and instructional techniques.

Core I 20-40 hours

Core II Specialized Professional Competencies
The Elementary School Program..... 5 hours
Innovative Instructional Trends in
Elementary School ..... 5 hours
Core II 10 hours
Core III Supportive Cognate Areas
Electives from supportive fields..... 10 hours
Total 40-60 hours

Core III is intended to provide the student with opportunities to explore supportive cognate fields outside his area of concentration. However, a student may use this core to add a second area of specialization, e.g., reading or early childhood education. Advisors will assist with selection of electives.

Secondary Education—Graduate

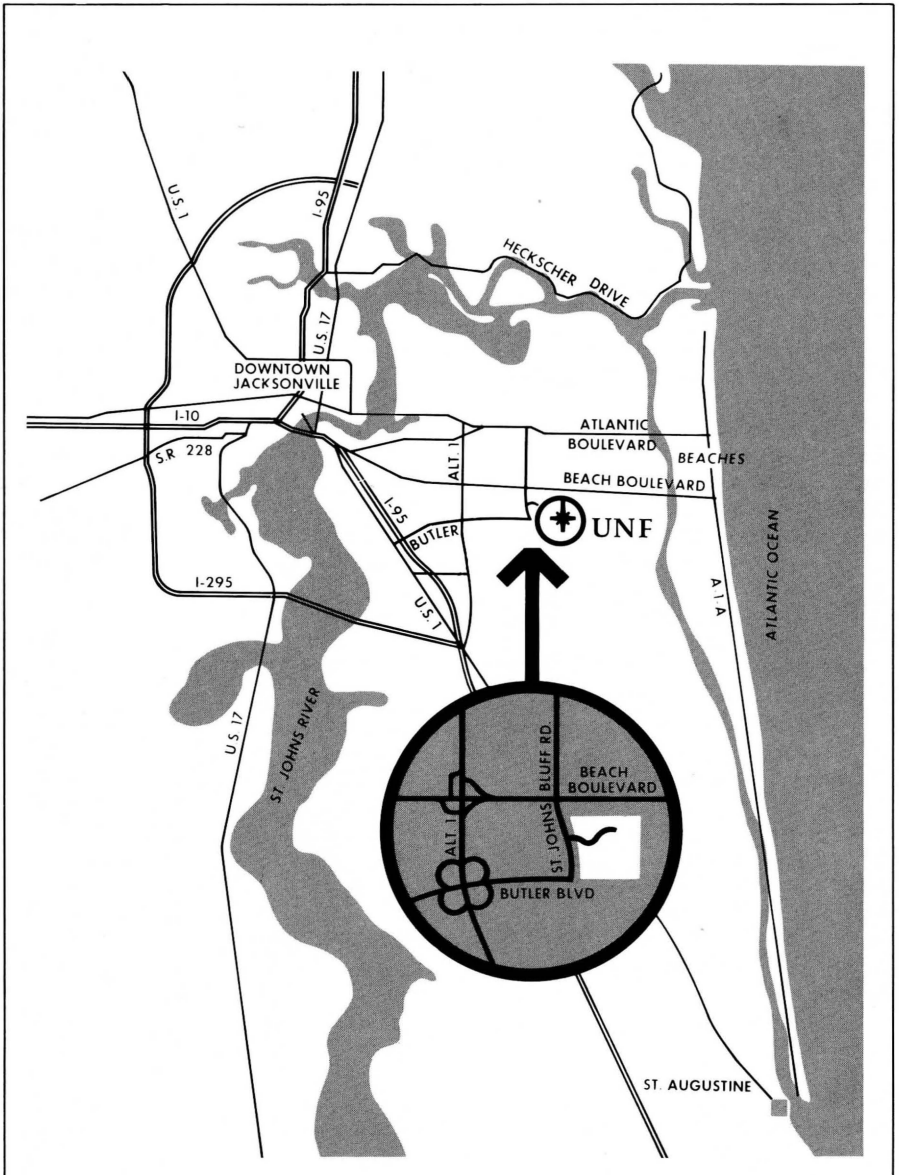
Richard J. McArdle, *Chairman*

The program for the Master of Education degree in the Department of Secondary Education is planned to carry out the goals of the College of Education as specifically related to the preparation of master teachers for the secondary schools. All students will be expected to take a minimum of 15 hours of course work in their academic field of concentration. Appropriate courses should be selected in conference with advisors.

Master of Education in Secondary Area of Specialization

Sample Program

Core I Common Professional Competencies.....10-20 hours
Advanced Educational Psychology..... 5 hours
(Prerequisite: three courses in Behavioral Sciences)
General Educational Competencies ..... 5-15 hours
Modular, individualized components covering identified general competencies in the areas of foundations, interpersonal and group processes, evaluation, research, curriculum and instructional techniques.
Total Core I 20-40 hours
Core II Specialized Professional Competencies
The Secondary School Program (7-12)..... 5 hours
Special Methods ..... 5 hours
Professional Laboratory Experiences ..... 5 hours
Total Core II 15 hours
Core III Supportive Cognate Areas.....10-25 hours
Total 40-60 hours
To be selected from the following areas in conference with advisor:
Major Field of Concentration
Electives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I-95
HECKSCHER DRIVE
US 17
DOWNTOWN
JACKSONVILLE
I-10
ATLANTIC
BOULEVARD
BEACHES
S.R. 228
ALT. 1
BEACH BOULEVARD
I-95
BUTLER
UNF
I-295
US 1
A1A
ATLANTIC OCEAN
US 17
ST. JOHNS RIVER
BLUFF RD.
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